

# Hilton Parish Council

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

Tel Office: 01283 730969 Email: [clerk@hiltonparishcouncil.org.uk](mailto:clerk@hiltonparishcouncil.org.uk)

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

to be held on **Wednesday 31<sup>st</sup> July 2019** at 7.00 pm at Hilton Village Hall.

Yours sincerely

**Colin Clark**

**Clerk of the Parish Council**

25<sup>th</sup> July 2019

## AGENDA

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

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

4. **Appointment of Clerk**

5. **Public Speaking.**

a) At the start of the meeting a period of time 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. **To confirm the minutes of Hilton Parish Council Meeting held on 26 June 2019**

7. **Review of Policies and Procedures**

- a) Policies deferred for review; adoption of existing policies
  - Community Engagement Statement
  - Complaints Procedure
  - CCTV Policy and Procedure
  - H&S Policy
  - Staff & Councillor Training Policy
  - Employee Handbook
  - Employer Policies and Procedures
  - GDPR Data Protection Policy
  - GDPR Privacy Statement
  - GDPR Retention and Destruction Policy

8. **Presentation of Scout Hut extension plans**

9. **Dog Poo Bag Dispensers status**

10. **Invitation to tender to carry out works to Hot Water provision**

3 Local Electricians invited to provide quotes by 9<sup>th</sup> August

11. **Memorial Meadow Lease status**

12. **Communications Working Group**

Website.  
Noticeboards.

13. **Report of Representatives to other Bodies**

The Mease Management Committee – Councillor Cuddington.

14. **Neighbourhood Development Planning**

Report of the meeting held on 18<sup>th</sup> July 2019.  
Approval of the Consultation Draft Plan

15. **Clerk's Report** – See attached.

16. **Gardening Club Request to prune trees**

17. **Cancellation of Monthly Payment to HR Solutions**

18. **Party on the Park Thank you and booking next year's date – 4<sup>th</sup> July**

19. **Derbyshire Association of Local Councils**

## 20. Finance Report

### Summary of Expenses

Inv Date	Paid	Payee / Supplier	Description	TOTAL
30/06/2019		Aucuba	Pitch / Grass maintenance	1651.20
04/07/2019		Helping Hand	Litter picker spares	30.00
30/06/2019		Rainbow Waste Management	June Waste Collection	185.98
26/06/2019		Sterilising Services	Legionella checks	68.39
06/07/2019		Toyota ( S Davies)	Van service costs	50.00
03/07/2019		Andrew Sharpe - Locum Clerk	June PC Meeting	151.60
24/06/2019	24/06/2019	Personnel Solutions	Monthly subscription	120.00
27/06/2019	01/07/2019	Toyota	Parish Council van	239.24
01/07/2019	01/07/2019	EON	Electricity Back Lane Pavilion	101.00
01/07/2019	01/07/2019	EON	Electricity PC Office	65.00
10/07/2019	10/07/2019	UK Fuels	Van / Mower Fuel	59.99
04/07/2019		Online Playgrounds	Black wet pour for Village green play area	66.00
30/06/2019		Hilton Village Hall	June bookings	48.88
09/07/2019	11/07/2019	2 Commune	Website set up / email / hosting etc	1740.00
19/07/2019	19/07/2019	NEST Pension	Staff monthly pension contribution	321.06
22/07/2019	22/07/2019	Personnel Solutions	Monthly subscription	120.00
13/07/2019		Mease Pavillion Reimbursement of Chubb	Alarm repairs following break in	218.10
12/07/2019		R Pollard	New keys	26.00
16/07/2019		Warwick Directories	Dove Valley Life	90.00
19/07/2019		C Clark	Gravel for Trussley Brook pathway (reimburse	176.20
26/07/2019		Staff Salaries	Monthly Salaries	4682.19
				10210.83

### Summary of Receipts

Date	Name	Description	TOTAL	SDDC/D	Pitch Hi	VAT	Other
24/06/2019	Pitch Hire	Pitch Hire	122.00		122		
24/06/2019	Pitch Hire	Pitch Hire	134.00		134		
27/06/2019	Pitch Hire	Pitch Hire	75.00		75		
27/06/2019	Pitch Hire	Pitch Hire	104.00		104		
27/06/2019	Pitch Hire	Pitch Hire	38.00		38		
01/07/2019	Pitch Hire	Pitch Hire	150.00		150		
05/07/2019	Pitch Hire	Pitch Hire	75.00		75		
05/07/2019	Pitch Hire	Pitch Hire	47.00		47		
05/07/2019	Pitch Hire	Pitch Hire	94.00		94		
05/07/2019	Pitch Hire	Pitch Hire	35.00		35		
11/07/2019	HMRC	VAT refund June	807.69			807.69	
05/07/2019	SDDC	2nd part precept	86450.00	86450			
15/07/2019	Pitch Hire	Pitch Hire	153.00		153		
15/07/2019	Pitch Hire	Pitch Hire	67.00		67		
16/07/2019	Pitch Hire	Pitch Hire	100.00		100		
22/07/2019	Pitch Hire	Pitch Hire	25.00		25		
23/07/2019	Pitch Hire	Pitch Hire	100.00		100		
			88576.69	86450	1319	807.69	0

Statement on the cash/bank position is:

Cash in hand	£ 0
Bank	£ 199,381
TOTAL	£199,381

This has been reconciled to the bank statement as at 24 July 2019.

21. **Planning Matters for Decision.**

- a) 9/2019/0721 - 42 New Road, DE65 5FH - Erection of 1<sup>st</sup> Floor Rear Extension
- b) 9/2019/0704 - 7 Oak Drive, DE65 5GT Conversion of Garage to living accommodation and the erection of a front extension
- c) 9/2019/0643 - Hoon Mount, Hoon Lane, DE65 5GA Demolition of lean to shed, erection of extension with removal of two porches and replacement of doors and windows. CARE – Consultation end date passed (21<sup>st</sup> July)

22. **Date of the next meeting.**

7.00pm on **28<sup>th</sup> August 2019** at the Hilton Village Hall