

Hilton Parish Council

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

Tel Office: 01283 730969 Email: clerk@hiltonparishcouncil.org.uk

Minutes of the Monthly Meeting of Hilton Parish Council

Held at the Village Hall, Hilton at 7pm on Wednesday 31st July 2019

Present

Councillors C Cuddington (Chair), S Campion, S Davies, M Coney, R Pollard and J Watson

Also Present

C Clark (Parish Clerk), A Sharpe (Locum Clerk) Councillors J Patten, S Billings and 11 members of the Public

1/19 Apologies for absence

Apologies received from Councillors J McDonald, C Nield & S Stanton

2/19 Variation of the order of Business

None

3/19 Declarations of Interest

Councillor Davies – Agenda Item 20 – reimbursement for Van Service – Personal Interest

Councillor Pollard – Agenda Item 20 – reimbursement for Keys – Personal Interest

Councillor Coney – Agenda Item 18 – Party on the Park 2020 date – Personal Interest

4/19 Appointment of Clerk

Colin Clark formally introduced as the new Parish Clerk

RESOLVED that Colin Clark be formally appointed Clerk of the Council on the terms agreed.

5/19 Public Speaking

a) Public Matters

A resident raised the need for an extra Dog Bin on Sutton Lane

b) Police Matters

No report to this meeting

c) District Council Member Reports

Councillor Andy Billings thanked the Council for removing the bench at the end of Soar Close. Positive feedback from the residents affected has been received and confirmed that he had not heard of any anti-social behaviour being reported elsewhere as a result of the bench being moved and also that he'd follow up with the safer neighbourhood team so see if they had.

Hilton have been selected as a pilot location for the sowing of wild flowers along suitable verges

He had spoken to the SDDC Chief Finance Officer and it had been confirmed that Hilton should be entitled to an increase in the "Concurrent Expenses" grant given the increase in population size since last calculated. Further discussions required as to how much and how this would be implemented

Derby Road Planning application has been approved subject to a noise assessment and conditions on integral Garages not being converted to living space

St Modwens confirmed that they do own the path to nowhere on Foss Road/OrwellRoad and that they would be opening up the link with the Greenway

RESOLVED that the report be noted

d) County Council Member Report

Councillor Julie Patten reported on County Council matters affecting the community including footpaths, bus shelters, an uprooted tree and the sad passing of a former employee.

RESOLVED that the report be noted

6/19 Minutes

RESOLVED that the Minutes of the monthly meeting of the Parish Council held on 26th June 2019 be approved as a true record and signed by the Chairman subject to an amendment to minute 3149/19 that the use of Anti-Graffiti Paint and installation costs raised the approved costs of £1350 to £1725 and £295 to £375

7/19 Review of Policies and Procedures

RESOLVED that –

Consideration of the following policies and procedures be deferred until the next meeting but remain in place until changed.

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

8/19 Presentation of Scout Hut Plans

Council suspended Standing Orders to permit the plans for the Scout Hut extension to be presented.

Planning permission for two phases runs out in October 2019

Preferred Phase 1 is Skate park end, though better serving Phase 2 is other end.

Both phases each cost £60k with a Parish council grant of £30k matched by the Scouts to complete one phase. No monies for Phase 2

Suggested that there could be £55k worth of S106 monies available and that maybe Phase 2 should be first to provide the better delivery of meeting space.

Standing Orders re-instated after discussions

RESOLVED that the matter be added to the August Council Agenda and discuss with SDDC whether S106 monies can be formally allocated for the Scout Hut Project

9/19 Dog Mess Bag Dispensers

5 have been installed with 2 more planned and plenty of positive feedback

RESOLVED that the report be noted

10/19 Hot water provision in Council Office and Pavillion

Investigations had discovered that Electricity bills are quite high due to the unnecessary supply of hot water above needs.

Solutions to reduce bills have been sent out for pricing to three local electricians.

Replies required by 9th August.

RESOLVED to review tenders at next meeting

11/19 Memorial Meadow Lease status

Deferred as awaiting reports from Wildlife Trust

RESOLVED to carry forward to a future meeting

12/19 Communications Working Group

New website design presented over an on-line demonstration

To be Hub for the Community with options for Whats On News, Local Groups, A – Z.

To go live end of August

Facebook has over 400 likes

Noticeboards ordered for installation in September at the end of Peacroft Lane and outside Post Office.

Other boards to be installed further afield once locations assessed

RESOLVED that the report be noted and approval given to pay a one-off fee of £150 to permit News to feed straight onto Facebook Page.

13/19 Report of Representatives to other Bodies

Mease Management Committee

Councillor Cuddington reported that repairs following the burglary are ongoing with door to be fitted and works to be finished before start of football season. Finances are in good shape

RESOLVED that the report be noted

14/19 Neighbourhood Development Plan

The draft Neighbourhood plan was presented to Council for approval and was ready for the next consultation stage. Council was asked to formally approve the document.

RESOLVED that the draft Consultation Plan be approved.

15/19 Clerks Report

The Clerk reported various areas of achievement in the village including:
Removal and making good of bench near Soar Close, Installation of Post Box, repairs to Foss Road playground, reporting and pruning of various overgrown vegetation, repair to Scout Hut fence, repair to Back Lane and Hilton Playground flooring, laying of gravel on Trusley Brook and the new numbering system in use on these minutes.

Furthermore lease extensions between Parish Council and a) Scouts and b) Mease Pavillion to be moved forward by the Clerk

RESOLVED that the report be noted

16/19 Gardening Club request to prune trees on Romas Garden

Quotation received for £180 to prune various trees.

RESOLVED that the quotation be approved.

17/19 Cancellation of Contract with H R Solutions

Currently paying £120 a month for H R advice which is not required

RESOLVED to cancel Standing Order

18/19 Party on the Park 2020

Thank you letter read out for allowing use of park this year. Requested 4th July date for next year

RESOLVED that permission be given for use of park on 4th July 2020

19/19 Derbyshire Association of Local Councils

No report this meeting

20/19 Finance

Council received a report on payments, receipts and other financial matters including a summary of the present position which was presented by the Clerk

Payments

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 (reimbure	176.20
26/07/2019		Staff Salaries	Monthly Salaries	4682.19
				10210.83

Additional payment of invoice to APS for CCTV works in November in the sum of £660 noted and approved

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

RESOLVED that the payments and receipts be approved

21/19 Planning

Council considered the following Planning Applications and made the following Comments for submission to the Planning Authority

9/2019/0721	42 New Road, DE65 5FH - Erection of 1 st Floor Rear Extension	No Comments
9/2019/0704	7 Oak Drive, DE65 5GT Convert Garage to living accommodation and erection of front extension	No comments
9/2019/0643	Hoon Mount, DE65 5GA Demolition of lean to shed, erect extension with removal of two porches and replacement of doors and windows.	No comments

22/19 Date and time of next meeting

It was **NOTED** that the next meeting of the Parish Council would be held at Hilton village hall on Wednesday 28th August 2019 commencing at 7.00pm