

Hilton Parish Council

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

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

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

to be held on **Wednesday 25th September 2019** at 7.00 pm at Hilton Village Hall.

Yours sincerely

Colin Clark

Clerk of the Parish Council

19th September 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. **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.

5. **To confirm the minutes of Hilton Parish Council Meeting held on 31st July 2019**

6. Review of Policies and Procedures

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

7. Scout Hut extension funding

Ratify use of S106 monies

8. Electricity Review of Council Office

Assessment of Electrical usage and review cost of alternatives

9. Communications Working Group

Website
Noticeboards

10. Report of Representatives to other Bodies

Mease Management Committee

11. Neighbourhood Development Planning

Report of the meeting held on 14th September 2019
Ratify the amendments to the Consultation Draft Plan

12. Clerk's Report

Dog Mess Bin – Sutton Lane – costs to be approved
Fence behind Memorial Meadow reinstated
Fencing alongside Soar Close / School pathway - update
Fence repairs on Main Street / Mill Lane Park – costs to be approved
Ordley Walk/Avon Way Playground – consultation findings reported
Memorial Meadow – Hay crop status – costs to be approved
Scout Hut Lease prepared and signed by HPC now with the Scouts
Avon Way Greenspace – more gravel added and invoiced to SDDC
Main Street Park entrance - Spring Self-Closer added to gate
Fly tipping on Sutton Lane reported
Safer Neighbourhood Team meeting 24th October – Hilton Village Hall

Replacement Plaque for Kerry Day installed
Minor Repairs to Play surface in Playground
Toyota CLC Dinner invite
Derby Road development – Objection submitted re use of A38 into village
Derby Road development – Objection to the signage
Derby Road development – Request for explanation as to why signage
objection hasn't been recognised in final approval

13. **Confirmation of 2018/19 revised Accounts submission**

Ratify the approval

14. **Derbyshire Association of Local Councils**

15. **Derby Secret Santa Scheme**

16. **BT Phonebill**

Consider UK Wholesale based on cost savings

17. **New Bus stops in the village**

18. **Objectives**

Discuss new Van
Adventure Playground Funding
Remembrance Day Activities

19. **V E Day road closure 8th May**

20. **Removal of phone box on Main Street or adopt it for £1**

21. Finance Report

Summary of Expenses

Inv Date	Paid	Payee / Supplier	Description	TOTAL
17/07/2019	01/08/2019	Toyota	Parish Council Van	239.24
01/08/2019	01/08/2019	Eon	Back Lane Pavillion Electric	101.00
01/08/2019	01/08/2019	Eon	HPC Office Electric	65.00
30/04/2019	08/08/2019	Handy to Know	Mease call out to secure after breakl in	75.00
30/07/2019	08/08/2019	Handy to Know	Kitchen repairs following break in	3440.00
30/07/2019	12/08/2019	UK Fuels	Toyota Van Fuel	77.83
31/07/2019	29/08/2019	Aucuba Landscapes	Grass cutting, pitch repairs	2026.80
31/07/2019	29/08/2019	Rainbow Waste Management	Rubbish collection	183.86
31/07/2019	29/08/2019	Andrew Sharpe - Locum Clerk	Attendance at July PC Meeting	96.60
31/07/2019	29/08/2019	Sterilising Services	Monthly checks	68.39
09/08/2019	29/08/2019	Booker Tree Care	Pruning Romas Garden	150.00
12/08/2019	29/08/2019	C Clark	Mower blades	16.00
05/08/2019	16/08/2019	The Parish Notice Board Company	2 x Notice boards	1233.00
05/08/2019	29/08/2019	Payroo	Mar, Apr, May invoice for pay roll usage	48.00
16/08/2019	23/08/2019	2 Commune	Facebook News feed	180.00
11/08/2019	29/08/2019	Antony Clive (Lengthsman)	New waterproof work boots	76.98
17/08/2019	29/08/2019	Heritage Wood Ltd	replacement Plaque for Kerry Day	25.00
22/08/2019	29/08/2019	Personnel Solutions	HR Support (last payment)	120.00
21/08/2019	21/08/2019	NEST Pension	Staff monthly pension contribution	321.06
23/08/2019	23/08/2019	Staff Salaries	August salary	4516.71
23/08/2019	23/08/2019	HMRC	Tax/NI August Salaries	756.99
20/08/2019	29/08/2019	PKF Accountants	Annual review of accounts	720.00
21/08/2019	29/08/2019	Key Door Solutions	2 new Pavilion keys	33.00
20/08/2019	29/08/2019	Glasdon UK Ltd	New wheels and Litta Pikka	57.42
09/08/2019	29/08/2019	Masseys	Various maitenance items	7.99
31/07/2019	29/08/2019	Hilton Village Hall	Room Hire July	156.38
				14792.25

17/08/2019	02/09/2019	Toyota	Parish Council Van	239.24
02/09/2019	02/09/2019	Eon	Back Lane Pavillion Electric	101.00
02/09/2019	02/09/2019	Eon	HPC Office Electric	65.00
25/08/2019	03/09/2019	BT	3 months phone bill	174.99
05/08/2019	05/09/2019	MDM Products	New Fire door at The Mease	1704.00
31/08/2019	05/09/2019	Gary Pickersgill	Painting The Mease	170.00
30/08/2019		Aucuba	August Invoice	1894.80
03/09/2019		Hilton Village Hall	Park Lights	270.38
10/09/2019	10/09/2019	UK Fuels Ltd	Fuel Card	3.60
08/09/2019		Sports Direct / Simon Orme	Replacement work boots	37.99
06/09/2019		Cromwell	Blue Roll	34.06
31/08/2019		Hilton Village Hall	Room Hire	65.18
09/09/2019	11/09/2019	Buildbase	Limestone Gravel	32.40
31/08/2019		Rainbow Waste Management	August collections	150.46
08/09/2019		Colin Clark	Gate Spring closer	4.99
12/09/2019		Flint Bishop Solicitors	New Scout Lease fees	1200.00
17/09/2019		NEST Pension	Staff monthly pension contribution	321.06
26/09/2019		Staff Salaries	August salary	4516.31
26/09/2019		HMRC	Tax/NI August Salaries	757.39
				11742.85

Summary of Receipts

Date	Name	Description	TOTAL	SDDC/D	Pitch Hi	VAT	Other
29/07/2019	Mease Break in	Insurance claim	4001.00				4001
30/07/2019	Pitch Hire	Pitch Hire	75.00		75		
01/08/2019	Pitch Hire	Pitch Hire	125.00		125		
07/08/2019	Mease Break in	Insurance claim	130.00				130
12/08/2019	Pitch Hire	Pitch Hire	38.00		38		
12/08/2019	Pitch Hire	Pitch Hire	30.00		30		
12/08/2019	Pitch Hire	Pitch Hire	75.00		75		
16/08/2019	Trusley Brook	Footpath works	226.00	226			
20/08/2019	Pitch Hire	Pitch Hire	125.00		125		
28/08/2019	HMRC	VAT Refund July	867.00			867	
28/08/2019	Pitch Hire	Pitch Hire	75.00		75		
			5767.00	226.00	543.00	867.00	4131.00
29/08/2019	Pitch Hire	Pitch Hire	75.00		75		
05/09/2019	Mease Break in	Insurance Claim	3510.00				3510
05/09/2019	Groundworks	Neighbourhood Plan	4299.00				4299
06/09/2019	Pitch Hire	Pitch Hire	125.00		125		
06/09/2019	Pitch Hire	Pitch Hire	25.00		25		
09/09/2019	Pitch Hire	Pitch Hire	23.00		23		
13/09/2019	VAT Refund	August refund	863.70			863.7	
18/09/2019	Pitch Hire	Pitch Hire	60.00		60		
18/09/2019	Pitch Hire	Pitch Hire	75.00		75		
18/09/2019	Pitch Hire	Pitch Hire	23.00		23		
			9078.70	0.00	406.00	863.70	7809.00

Statement on the cash/bank position is:

Cash in hand £ 0

Bank £ 188840.80

TOTAL £ 188840.80

This has been reconciled to the bank statement as at 19 September 2019.

22. Planning Matters for Decision.

DMOT/2019/0917	Land at SK2430 7995, Derby Road, Hilton, Derby - Application for approval of details required by conditions 10 and 21 attached to planning permission ref. 9/2017/1293 (relating to approval of outline permission ref. 9/2017/1293 for the erection of up to 45 dwellings)	
DMPA/2019/0879	Land at SK2430 7995, Derby Road, Hilton, Derby - Advertisement consent for the display of 2 hoarding signs	
DMOT/2019/0886	Land at SK2430 7995, Derby Road, Hilton, Derby - Application for approval of details required by conditions 8,12 and 14 attached to outline planning permission ref. 9/2017/1293 for the erection of up to 45 no. dwellings)	

DMPA/2019/0910	21 Tinsell Brook, Hilton, Derby, DE65 5HY - Change of use from workshop/studio to aesthetics services	
DMPA/2019/0975	15 Orchard Close, Hilton ,Derby, DE65 5JF - Single storey extension to rear of property, replacing an existing conservatory	
DMPA/2019/0949	The Old Talbot PH, 1 Main Street, Hilton, Derby, DE65 5FF - Display of replacement signage consisting of 4 externally illuminated painted wall signs, one externally illuminated hanging sign and a non-illuminated chalk board sign	
DMPA/2019/0925	Hoon Mount, Hoon Lane, Hilton, Derby, DE65 5GA - The change of use and conversion of outbuilding to ancillary residential accommodation	
DMPN/2019/1002	58 Thames Way, Hilton, Derby, DE65 5NB - Certificate of Lawfulness for proposed creation of a loft conversion at	
9-2019-0379	Mandarin Development - amendments to layout	
DMPA/2019/0948	Burnaston Cross/Axis 50 - Outline application for the erection of up to 100,000sqm of commercial floorspace (use classes B2 (general industrial) and B8 (storage and distribution) with ancillary B1(a) offices) along with associated landscaping, surface water drainage infrastructure and access	
DMOT/2019/0885	Land at SK2430 7995, Derby Road, Hilton, Derby - Approval of details required by condition 6 of permission ref 9/2019/0419 (relating to approval of reserved matters for layout, scale, appearance and landscaping pursuant to outline permission ref. 9/2017/1293)	

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

7.00pm on **30th October 2019** at the Hilton Village Hall