

Hilton Parish Council

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

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Minutes of the Monthly Meeting of Hilton Parish Council

Held at the Village Hall, Hilton at 7pm on Wednesday 25th September 2019

Present

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

Also Present

C Clark (Parish Clerk), Councillors J Patten, J Whittenham and 5 members of the Public

23/19 Apologies for absence

Apologies received from Councillors J McDonald, S Champion & District Councillor A Billings

24/19 Variation of the order of Business

None

25/19 Declarations of Interest

Councillor Cuddington – Agenda Item 22 – Planning application on Derby Road – Personal Interest

Councillor Stanton – Agenda Item 22 – Planning application on Derby Road – Personal Interest

Councillor Watson – Agenda Item 22 – Planning Application on Derby Road – Personal Interest

Councillor Coney – Agenda Item 19 – Raised Road Closure application – Personal Interest

26/19 Public Speaking

a) Public Matters

A resident raised concern over increased traffic using Main Street, highlighted by a recent accident on A50 forcing traffic locally. A discussion ensued where County Councillor Patten advised that conversations with Richard Hanbury of County Highways were ongoing with regards to larger signs at Hatton end of Main Street. Councillor Patten confirmed that once new signage was installed, further assessments would be carried out before next steps would be considered. She

committed to issue a summary of the strategy for changes to Main Street to deal with the traffic concerns, but it was clearly stated that the road would never be closed off at one end.

b) Police Matters

PC Mark Holmes attended the meeting advising that there had been no recent 101 calls. They are aware of some youths around 12 – 15 years old carrying out some Anti-Social Behaviour.

There are 6 members of the Safer Neighbourhood Team some of whom will be in attendance at the next Area Forum on 24th October at Hilton Village Hall

RESOLVED that the report be noted

c) District Council Member Reports

Councillor Jason Whittenham confirmed Area forum of 24th October

RESOLVED that the report be noted

d) County Council Member Report

Councillor Julie Patten reported on County Council matters affecting the community including Mandarin planning application which has been approved, successful early days for the new school with official opening scheduled soon. She concluded that a spare bus shelter has been removed from Etwall and was available to Hilton, currently siting in storage, so actual dimensions not known.

RESOLVED that the report be noted

27/19 Minutes

RESOLVED that the Minutes of the monthly meeting of the Parish Council held on 31st July 2019 be approved as a true record and signed by the Chairman

28/19 Review of Policies and Procedures

RESOLVED that –

The following policies and procedures be adopted:

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

29/19 Scout and Guide Hut extension funding

Approved that S106 monies that could be used for either Scout and Guide Hut, Pavilion or Village Hall be applied for to aid extension of Scout Hut

RESOLVED that Scout and Guide Hut extension apply for S106 monies

30/19 Review of electricity usage in Council office

Deferred until assessments and quotes have been received to reduce usage

RESOLVED that the item be deferred

31/19 Communications Working Group

Noticeboards are currently being powder coated and should be delivered and installed within a fortnight.

Working Group to sit again now holidays have been completed to agree content of the website

RESOLVED that the report be noted.

32/19 Report of Representatives to other Bodies

Mease Management Committee

Councillor Cuddington reported that repairs following the burglary are now completed with a reconciliation of monies spent and Insurance claim to take place.

A request some time ago for the lease to be extended back to 25 years following works funded by Hilton Harriers has highlighted the likely costs to be disproportionate to the duration of years gained. Committee to review duration for a new lease. Parish Council are happy to consider 99 years in line with Scout and Guide lease.

RESOLVED that the report be noted

33/19 Neighbourhood Development Plan

The amended Neighbourhood plan is awaiting South Derbyshire District Council response. Wording of Policies need to be agreed with SDDC.

Next consultation with the village is approaching with leaflets and banners designed and currently with printers.

Next Questionnaire needs to be designed for print and on-line Survey Monkey

RESOLVED that the amended Consultation Plan be approved and report noted

34/19 Clerks Report

The Clerk reported various areas of achievement in the village including:

- Dog mess bin on Sutton Land costs awaited
- Memorial Garden fence panes that had fallen down have been fixed back
- Fencing alongside Soar Close and footpath is being looked into by Riverside Housing
- Wire fencing on Main St/Mill Lane park needs replacing, one quote received – two more to be requested
- Ordley Walk/Avon Way – recent survey of properties resolved that consensus was no action be taken to reduce hedges or remove fencing. Residents advised
- Memorial Meadow – spoke to Trevor Taylor, who needs to write a report to SDDC, advised that it needs to be treated as a hay meadow for its 6-monthly cut of grass. Bernard Sheridan at SDDC looking into this
- Scout and Guide Land lease has been prepared to increase duration to expire in 2107 in line with hut lease and extend boundary. Now with Scout Association
- New gravel added to Greenspace near Avon Way to deal with boggy conditions. SDDC to refund costs of materials and time.
- Self closer installed on Main Street park gate
- Various repairs carried out to plaques and playground surfaces
- Two objections raised re Derby Road planned works relating to signage and access to village potentially via a38 for works vehicles
- Request for information as to why objection not acknowledged in approving signage

RESOLVED that the report be noted and two further quotes be obtained for wire fence repairs

35/19 2018/19 revised Accounts Submission

Accounts were updated with missing expenditure and re-submitted

RESOLVED that revised accounts submission be approved

36/19 Derbyshire Association of Local Councils

No report this meeting

37/19 Derby Secret Santa Scheme

A scheme that has been successful in Mickleover and Mackworth has approached Hilton. Residents in need of a little Christmas cheer to be nominated to receive an anonymous gift donated by others.

Requested that we provide a contact point for nominations of gift receivers, drop off point for donations and donation towards wrapping of gifts

RESOLVED that we will offer Council office as contact and drop off point and that we will donate £25 towards costs of wrapping materials

38/19 BT Phonebill

The Clerk presented a business case showing a saving to phone and broadband costs by moving from BT to UK Wholesale who charge cheaper fixed costs and no variable costs. Potential monthly saving of £180 a year. A new router would be required costing £37 or free if a 3-year contract was taken out.

RESOLVED that phoneline and broadband be transferred to UK Wholesale for 1 year

39/19 New Bus Shelters in the Village

Following a request for a new shelter in the village at one location a village wide assessment has been carried out.

Only 3 locations have a shelter and a number of other stops have space to accommodate one, subject to Highways approval.

If decided to install more, do we want a second hand one from Etwall or shouldn't we push for better standards to make Hilton a village to be proud of.

Consider approaching Trent Barton to assist with funding. Derbyshire County Council will assist once approval granted.

RESOLVED that subject be carried forward to allow more investigations

40/19 Objectives

A discussion about short / long term objectives that should be included on future agendas. Councillor Watson has agreed to own a list of suggestions. The following were discussed:

New Van – current van’s lease expires 30th January 2020. Councillors Coney and Cuddington to investigate replacement options.

Adventure Playground Funding – Revisit previous plans created that included play equipment and Out Door Gym. Do plans fit in with Neighbourhood Plan findings and what are costs likely to be? Consider Funding and Grant options. Councillors Stanton and Watson to investigate

Remembrance Day Activities – Last year Parish Council were unable to attend Memorial Garden service due to attending official service and Wreath Laying at Marston Church War Memorial.

Need to attend Marston Church again for 11am service so cannot promote/organise anything that clashes. Other services at Methodist church and Sundial on Roma’s Garden. No idea if Memorial Garden service last year is to be repeated. Councillor Stanton to investigate what Scout Association will be doing.

RESOLVED that Agenda Item to become a fixture with new items added as they become identified and Councillors to feedback at next meeting on those discussed.

41/19 VE Day Road Closure and celebrations on 8th May

Councillor Pollard reported that a conversation between interested parties (not Council initiated) sowed a seed of an idea. Friday 8th May 2020 is the official Early May Bank Holiday date. Councillor Coney offered to apply for a Road Closure Permit for Main Street which has been granted far quicker than envisaged from Sutton Lane to Mill Lane to permit a street party.

Small committee of villagers will now start to discuss plans with Parish Council wishing to offer support in overseeing Safety and Insurance.

RESOLVED that report be noted and our support for Insurance and Safety Assessments

42/19 Removal of Phone box on Main Street

Due to lack of use BT will be removing the phone box in Main Street Car Park. If it was an old red one, we could have adopted it for £1. As its not and it serves no future purpose there’s no need to try and keep it

RESOLVED that no objection to BT removing old Phone Box be lodged

43/19 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
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

Additional payment of invoice to Sterilizing Services in the sum of £96.59 for regular Legionella temperature readings and cleaning noted and approved

A query over the suitability of the replacement work boots supplied was raised

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 £ 188,840.80
 TOTAL £188,840.80

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

RESOLVED that the payments and receipts be approved and a review of footwear supplied as to whether its fit for purpose meeting PPE needs to be carried out.

44/19 Planning

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

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)	No Comment
DMPA/2019/0879	Land at SK2430 7995, Derby Road, Hilton, Derby - Advertisement consent for the display of 2 hoarding signs	Objection submitted on basis of not in keeping with the area
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)	No Comment
DMPA/2019/0910	21 Tinsell Brook, Hilton, Derby, DE65 5HY - Change of use from workshop/studio to aesthetics services	No Comment
DMPA/2019/0975	15 Orchard Close, Hilton ,Derby, DE65 5JF - Single storey extension to rear of property, replacing an existing conservatory	No Comment
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	No Comment
DMPA/2019/0925	Hoon Mount, Hoon Lane, Hilton, Derby, DE65 5GA - The change of use and conversion of outbuilding to ancillary residential accommodation	No Comment
DMPN/2019/1002	58 Thames Way, Hilton, Derby, DE65 5NB - Certificate of Lawfulness for proposed creation of a loft conversion at	No Comment
9-2019-0379	Mandarin Development - amendments to layout	See Below
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	See Below
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)	Objection submitted in relation to noise analysis not sufficiently carried out

		and heat generation not considered
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Mandarin Planning Revision

Councillor Cuddington attended the planning meeting to register our objection to the layout on the basis of parking, its proximity to the properties, the issues of waste collection assessments based on no vehicles being parked at the time of the collection and the difficulties hoe owners will face once the development is fully occupied.

The planners unfortunately did not consider our objections and approval was granted subject to drainage and fencing amendments.

Burnaston Cross / Axis 50

Councillor Cuddington attended a meeting called by Willington Parish Council with Burnaston and Egginton Parish Councils in attendance.

The proposal is for a large development in the triangle of land immediately South of Toyota Island (J4 A50). Whilst this could create 1400 jobs the road infrastructure serving the land is poor and the environmental impact on the area has led Willington Marina to hold back on any future development.

We have been asked to support Willington PC by requesting an extension to the Consultation Period until the of October so that they can garner more support for their Petition and submit their detailed objection

45/19 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 30th October 2019 commencing at 7.00pm