

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 29th January 2020

Present

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

Also Present

F Stanbrook (Locum Clerk), Councillors J Patten, A Billings and 9 members of the Public

125/20 Apologies for absence

J McDonald

126/20 Variation of the order of Business

None to record

127/20 Declarations of Interest

Cllr R Pollard – agenda item 16, 2 x payments required for Parish Council related personal expenditure.

128/20 Public Speaking

a) Public Matters

A resident attended to ask why, at the recent finance committee, another resident had questioned some spending, and brought this to the committee's attention when previous decisions by the previous parish council regarding spending had not.

A resident asked when the new bus stop is going to be installed. It has been chased by DCllr Patten and no response has been received yet. This will continue to be chased.

A resident enquired about Main Street, and said it is in a poor state of repair. The humps on Mill Lane are pitted with deep ruts and they have recently had to pay to have their car repaired due to the poor state of the road. DCllr Patten was asked to chase this up and report back at the meeting in February.

A resident complained about the movement of HGVs through the village on Main Street, this was addressed by Cllr M Coney and an update was given.

A resident attended to request when he will receive a response to the email he sent. The chair responded that the email had been sent after the agenda had been issued and that it would go onto next month's agenda. The Chair checked with the resident that he was happy for his email to be responded to in public, and the resident confirmed that he was.

The same resident enquired regarding the van insurance; and wanted some clarification with regard to the cost and the need to obtain three individual quotes. The Clerk explained this was a continuation and renewal of an existing policy; and did not hit the criteria for requiring three quotations. The same resident raised a query about the amount of funds in reserve which are unallocated. The Clerk advised there is no legislation to determine how much should or should not be kept in reserve and that there is no legislation which dictates that funds must be allocated.

b) Police Matters

No report present.

c) District Council Member Reports

Cllr Patten reported that the drain cover near Normandy Road has sunk again; and has been reported. At the Area Forum meeting on 28th January it was advised there is still approximately £4000 grant funding available – but this does need to be requested quickly. It was RESOLVED Cllr Cuddington will send a request to Chris Smith at Safer Neighbourhoods Team.

The steps near the Old Talbot public house are badly damaged. DCllr Patten will find out the legal ownership the steps, and if it is highways, will send a request through for repair and maintenance.

Cllr Billings gave an update on dog fouling and the upcoming Keep Britain Tidy campaign. Dennis Bateman from Clean Team is hoping to have glow in the dark signs installed by the end of February. Signage locations are therefore requested as soon as possible. It was RESOLVED a list of preferred locations will be compiled and sent to DCllr Billings.

The path to nowhere has been discussed. A meeting has been arranged with Mr McCardle and St Modwen on site on 19th Feb at 9.30am. A representative from the Parish Council is welcome to attend. A separate meeting will then be held to discuss the outcomes. It has been discussed that it is not suitable to open this path onto Egginton Road, so the focus is on the other end of the path currently.

Persimmon adoption of the estate is still ongoing. Malcolm Roseborough is now arranging a meeting for this.

DCllr Billings reiterated the need for dog fouling to be reported at every opportunity. The Clerk offered some information regarding a reporting app called Love Clean Streets, which allows reports to be made to the authority using a smart phone which gives an exact location.

The provisional date for the planning committee to discuss the planning application for Lucas Lane is 25th February and the site visit will happen on the same day.

d) County Council Member Report

129/20 Minutes

RESOLVED that the Minutes of the monthly meeting of the Parish Council held on 18th December 2019 be approved as a true record and signed by the Chairman.

RESOLVED that the Minutes of the meeting of the Parish Council Finance Committee held on 13th January 2020 be approved as a true record and signed by the Chairman

130/20 Working Group Reports

A - Communications Working Group

Cllr Campion has been updating the website with Terms & Conditions for the Memorial Meadow, links to the Police, Derbyshire Alert and Crest.

There is also a dog poo alert campaign and information regarding the Love Clean Streets App to be added.

Community Grant information is to be added too and there has been notification from the supplier of noticeboards that there is 5 week lead time for supply only and 7 week lead time for supply and install. If an order is placed for three or more boards, a 5% discount will be applied. It was RESOLVED to confirm locations of new noticeboards.

B – Neighbourhood Development Planning

Cllr Pollard attended a meeting on 16th January. Regulation 14 of the consultation at the end of last year received circa. Over 200 resident responses, plus 8 additional responses from other institutions; mainly SDDC and DCC. The most challenging responses came from SDDC.

An edited copy has now been produced following a further meeting on 22nd January with SDDC. SDDC may not be in favour of every proposal made, and it is likely to cause further objections regarding planning; however this does not stop the Parish Council from including the planning objections.

Parish Council have demonstrated they have understood the position of SDDC; but this has not changed the position of the Parish Council. The edited version will now go forward to Regulation 16 by the end of February and will be put forward to SDDC for a further 6 week period of consultation. At the end of this period of consultation, comments, observations and recommendations will be passed to an independent examiner.

Cllr Cuddington added the DCC responses to the plan were wholly supportive and made many positive suggestions regarding how the plan can be improved and this has been taken on board. At the Steering Group agreed on 16th January, regarding Lucas Lane, it was agreed that the Parish Council would put together a paper to brief all of the District Cllrs at the Planning Committee about what is in the NHP and why they should think about rejecting planning applications, and allowing the NHP to go forward.

It was RESOLVED to pass this to District Cllrs prior to the planning meeting for Lucas Lane on 25th February,

C – Memorial Meadow Working Group

Arborist report is now on the website and there is nothing further to report. A meeting with Jack Taylor-Day has identified the trees are overcrowded now they are getting bigger and need more space. There is an option to look at moving the trees into a more central space on the meadow, or perhaps elsewhere. Jack Taylor-Day insisted trees should not be cut down, but moved and re-used and also recommended that the community should be involved in this process and in the maintenance of the meadow. There are a lot of bark chippings he is willing to donate to be distributed around the site to help prevent damage to trees. Advantages to having the central area of the meadow more open would be to encourage more birds and barn owls. The working group have also been looking at benches and there needs to be a decision made on the type and number of benches. Metal benches are the most expensive but will have the most longevity. Recycled benches are a good idea for the environmental impact and wooden benches will require the most maintenance. It was also discussed to arrange a quotation for a bench that is more sculptural, similar to what is in place at the nature reserve. It was RESOLVED to report on benches at the next meeting.

D – Adventure Playground & Astro Turf Project

It was RESOLVED a working group would be formed consisting of Cllrs Cuddington, Stanton, Davies and Pollard.

E – VE Day Committee Working Group

Cllr Pollard reported as follows:

Friday 8th May a road closure is in place from 10.30am. The Cubs, Scouts and Guides will parade along Main Street.

A 2-minute silence will take place, leading up to the main part of the event which will run from 12 noon, with 5 hours of entertainment provided at Main Street car park. There is a combination of bands, singers, children's entertainers and dancers – all of whom are mostly local. At the three public houses there will be food available for purchase.

Along Main Street there will be tables and chairs set up for families to bring their own picnics. There is the possibility of some military equipment from WWII being on display and the Guides will be running some children's play activities.

The sub-team are working on raffles and will process a raffle licence; they are busy engaging local business for raffle prizes.

Primary Schools are involved and activities are happening prior to 8th May as part of the curriculum using art, with the intention that this work will be on display during the event.

There has been some discussion regarding a commemorative mug or coin, with the option of the children being given a voucher at school which they will need to attend the main event to swap the voucher for the commemorative item.

There is currently a team of over 20 volunteers on board who will come and set up and clear up at the beginning and end of the event.

This event is to be self-funding and any outlay will be recovered through the course of the event. Any profit from the event would be donated to the PTFAS of both Hilton primary schools. Cllr Pollard has discussed the event in detail with Zurich, and as the Parish Council insurer, they have raised no issues in relation to insuring the event. A request has been made to borrow the tables and chairs from the village hall and Cllr Pollard will follow this request up in writing.

It was RESOLVED to agree spending for the event circa £1300 to cover initial outlay for various items. Cllr Pollard provided a report on these items.

F – HSE/Risk Management Working Group to be formed

It was RESOLVED Cllr Coney, Cllr Pollard and Cllr S Davies would form a working group.

131/20 Report of Representatives to other Bodies

Mease Committee – report from meeting on 11th January which detailed the lease extension has now been signed, as requested.

Etwall Area Forum – report from meeting on 28th January at Sutton on the Hill – community partnership grants are now available from £1k to £25k for match funded projects.

Details given regarding the Sunflower scheme – hidden disability pins.

There will be a job opportunities day at Sharps Pottery in Swadlincote and also a Starting New Business day at Sharps Pottery.

PCSOs are continuing to crack down on drug use; and following many reports of tools being stolen from vans in Willington, they are now offering to mark all tools with postcode as a means of identifying. It was RESOLVED to request all Parish Council tools be marked. The PCSO team also now have a car with ANPR capability; and tickets are being issued to cars parked dangerously at Etwall Leisure Centre.

Information was given regarding protection from cyber crime and attacks, with an initiative being implemented for a Digital MOT- www.saferderbyshire.gov.uk/MOT- for website.

There are still some grants available for preventing crime and safer neighbourhoods. RESOLVED to register interest for a grant. Cllr Cuddington will register the Parish Council's interest.

CEO of SDDC, Frank McCardle was in attendance at the area forum. He spoke of the intention on 26th February; subject to approval; to increase Council Tax by 1.95% which is £3.17 on a band D property – this has not yet been ratified.

Enforcement officer for dog fouling is an ongoing issue. SDDC have identified 150 green spaces in the district and the Council has an aim to be completely carbon neutral by 2030. South Derbyshire Community Voluntary Service has funding available for anyone who is suffering bereavement, is lonely, needs a lift to hospital etc and there is much more information available on their website.

132/20 Clerk's Report

A – Roller Shutter Maintenance has been completed on 14th January by Attenborough Doors.

B – Fire extinguishers were all serviced on 17th January with one extinguisher being replaced on 29th January.

C – Cuppa with a copper feedback from coffee morning at Village Hall on 21st January and information from SNT has been added to the website.

D – Summer Play Activities that have been booked so far are Friday 31st July for Big Fun Friday, and then three consecutive Thursdays in August for Adventure Mobile, Sports Mobile and Play Mobile. These dates will be confirmed in due course.

E – Fencing quotes for replacement at playground off Main Street- Cllr Cuddington provided 3 quotes – Tree & Garden Services – £880 plus VAT

Aucuba – £1355 plus VAT plus additional posts if required at £20 each plus VAT (needs to be confirmed what has been quoted on – same spec as other 2 quotes)

Derwent Fencing – £875 plus VAT

RESOLVED to agree spending for circa £900 depending on revised quote from Aucuba.

F – Hanging Baskets/Village Floral Displays quotations received – Plantscape have advised and a further report will be given next month by Cllr Campion.

G – Dog poo bin at Sutton Lane has been installed and it was RESOLVED to install an additional bag dispenser at this location.

133/20 Employment of New Clerk

The previous Clerk resigned which was a great shame. Cllr Campion has been filling the breach in the interim period, with a view to ensuring the contracted hours for the Clerk are sufficient. It was discussed that 3 hours per day is adequate and the only further option for discussion would be to offer the hours as 60 per month rather than 15 per week, given that some weeks are busier than others. It was RESOLVED to re-write the job description to reflect this and add an indication of how often that person would be expected to be present in the office. This will be advertised through DALC as is usual procedure.

134/20 Derbyshire Association of Local Councils

Details shared regarding Spring Conference -any interested delegates should contact Cllr Cuddington.

135/20 Update on Van Replacement

The van has been replaced with a second-hand Fiat Doblo, LWB, diesel van for the interim period while looking for an electric van. The van is blue in colour, is an ex-lease van with full service history, 50k miles on the clock and came in under budget at £4300. It will now be kitted out with racking for tool storage, a tow bar and signwriting.

The lease van is being collected on 30th January.

136/20 Main Street – Traffic

Update report from Cllr M Coney – an email was sent at the beginning of December, which has taken some chasing and finally resulted in a response from Simon Tranter, Richard Hanbury's boss. Contact was finally received from Richard Hanbury on 15th January via email; which detailed the improvements made to signage for lorries and the installation of a zebra crossing on The Mease near to Carsington Road and the school. A proposal has been made to release some Section 106 funding to install a further zebra crossing on Derby Road and reduce speed to 30mph. Currently looking at further signage for 7.5T weight limit, but no date for installation as yet; as well as conversing with SatNav companies and Google Maps regarding altering SatNav routes and getting The Mease listed as a diversionary route, opposed to straight through the village. This will depend on user updates available.

A petition was raised by previous Parish Council which went to the council for review and the officer made a recommendation to install a third hump, and provide some additional traffic calming measures. This has been deferred by the council for further investigation for alternative measures to be investigated.

Parish Council have requested Mr Ashworth attend a meeting and this has been declined; however the Parish Council can invite Mr Hanbury to attend a further meeting with Mr Tranter and invite the public to attend. It was RESOLVED Cllr Coney will arrange this meeting. To conclude; there is some signage, however it is not satisfactory and a further meeting needs to take place to make quite clear information, plans and discuss the road conditions.

137/20 Mowers/Groundsmen equipment

Cllr M Coney gave an update.

Current mowers owned by the Parish Council include a large Rover machine which has a broken rear axle and needs new bearings. These parts are on order and will be fitted once they arrive. Fitting was arranged FOC upon delivery of the parts. It was RESOLVED to continue with this.

The second of the mowers has a very poor engine and consumes a large amount of oil. The third mower is owned by one of the Groundsmen himself and is suitable for smaller spaces.

It was RESOLVED to purchase new mowing equipment.

Cllr Coney has looked at some models available through Massey's and they have been very helpful providing specification for the individual machines.

It was RESOLVED there needs to be some in-house consultation regarding specific requirements for the machinery, and once this has been completed we will be in a position to make a purchase.

It was RESOLVED Cllr Coney will bring some quotations to the meeting in February with a maximum figure in mind of £2500 for 2 x mowing machines.

138/20 Finance Report

Cllr Pollard provided a Finance Report as follows:

Inv Date	Paid	Payee/Supplier	Description	Total
31/12/19	31/12/2019	Toyota	Parish Council Van	£ 239.24
02/01/20	02/01/2020	Eon	Back Lane Pavillion electric	£ 78.00
02/01/20	02/01/2020	Eon	HPC Office electric	£ 86.00
22/01/2020		R Pollard	Various NDP Costs - covered by Groundwork	£ 539.50
03/12/2020		Masseys	Office tap repairs	£ 56.00
31/12/2019		Sterilising Services	Monthly temperature readings	£ 68.39
31/12/2019		Rainbow Waste Management	Rubbish Collection	£ 232.54
10/01/2020	10/01/2020	UK Fuels	Monthyl Fuel Card	£ 3.60
12/12/2019	09/01/2020	Flint Bishop	Legal costs for Mease Lease ext	£ 900.00
27/11/2019	27/12/2019	Zurich Insurance	Van insurance renewal	£ 652.16
05/12/2019	20/12/2019	Ron Parker	Locum Novemeber PC Mtg	£ 126.30
31/12/2019	31/12/2019	Toyota	Road Fund licence	£ 30.00
04/01/2020		Booker Tree Care	Surgery to tree on Mill Lane	£ 120.00
10/01/2020		Payroo	Dec 2019 Payroll	£ 12.00
02/12/2020		HATS	S137 Grant	£ 306.00
14/01/2020	14/01/2020	Evo Commercials	Deposit on van	£ 400.00
03/01/2020		Rachel Scott	Expenses	£ 25.56
24/01/2020		HMRC	Tax/NI January salaries	£ 444.32
15/01/2020	15/01/2020	NEST Pension	Staff Monthly Pension Contribution	£ 321.06
24/01/2020		Staff Salaries	Jan Salaries	£4,035.63
		Cromwell		£ 39.31
		Attenborough Doors	Roller Shutter Maintenance	£ 295.20
		Evo Commercials	Parish Council van	£4,994.00
		R Pollard	Road Fund Licence for new van	£ 260.00
		Accuba	Grounds Maintenance	£ 780.00
		Hilton Village Hall	Room Hire	£ 122.22

Summary of receipts as follows:

Date	Description	Total	Pitch Hire	VAT
11/12/2019	Pitch Hire	£ 25.00	£ 25.00	
06/01/2020	Pitch Hire	£ 25.00	£ 25.00	
07/01/2020	Pitch Hire	£ 200.00	£ 200.00	
08/01/2020	Pitch Hire	£ 300.00	£ 300.00	
10/01/2020	VAT Refund	£ 1,088.07		£1,088.07
10/01/2020	Pitch Hire	£ 26.00	£ 26.00	
13/01/2020	Pitch Hire	£ 161.00	£ 161.00	
		£ 1,825.07	£ 737.00	£1,088.07

Statement on the cash/bank position is:

Bank TOTAL £175,481.00

This has been reconciled to the bank statement as agreed at 22nd January 2020.

139/20 To approve the budget and precept as agreed at Finance Committee Meeting held on 13th January 2020

It was RESOLVED to approve the budget and precept as agreed with a vote of 6 for and 2 against.

140/20 Planning

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

1442	Variation of conditions No 2,5,7 and 8 of permission ref 9/2019/0592 relating to the erection of a detached dwelling at Turncroft, Lucas Lane, Hilton	Has the fundamental issue been addressed of the overbearing and overlooking – problem windows seem to be virtually in the same place on the amended drawings.
1471	The erection of a two-storey rear extension at Turncroft, Lucas Lane, Hilton	No comments
1466	The erection of an extension and the installation of dormers to first floor at 34 Dale End Road, Hilton	Ask SDDC if the overbearing is an issue
1477	The erection of an extension, the installation of front gates and railings and associated works at 108 Avon Way	Request more detail regarding the railings to be installed. Query as to height.
0020	Garage conversion at 10 Tinsell Brook, Hilton	No comments
0049	The construction of a new structure to form swimming pool and leisure facilities in the footprint of previously demolished outbuildings at Hargate Lodge, Lucas Lane, Hilton	No Comments
1367	Park Lodge	No Comments
1451	Mandarin Access	Issue regarding visibility splays of 65m, subsequently updated to 103m. Temp. access visibility splay of 43m – not acceptable. Challenge and reinstate

		original visibility splay as agreed.
SHEELA CONSULTATION	SDDC Strategic Housing and Economic Land Availability Assessment draft methodology consultation 10 th Dec – 4 th Feb – response by Hilton PC to be agreed.	Response agreed, as per circulated by Cllr Cuddington. Cllr Watson raised issues re schools and education; there is no viability assessment for Secondary education, only Primary. Broadband services to properties – nothing mandated under utilities.
DMPA/2020/0066	The erection of an extension, infill with the garage and the installation of a side window at 179 Welland Road, Hilton	No Comments

141/20 Date and time of next meeting

It was RESOLVED that the next meeting of the Parish Council would be held at Hilton village hall on Wednesday 26th February 2020 commencing at 7.00pm