

Hilton Parish Council

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

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Minutes of the Meeting of Hilton Parish Council **held at Hilton Village Hall at 7:00pm,** **Wednesday 31 January 2024**

Present

Councillors S Stanton, C Nield, G Andrew (Chair), C Cuddington, R Gaskin, J McCreadie

Also Present

District Councillor J Davies and County Councillor J Patten
4 members of the public

167/24 Apologies for absence

Cllrs S Meghani and M Coney

168/24 Declarations of Members' Interest

Cllrs Stanton and Gaskin – Planning applications by Aldi and Trenport, directly opposite their homes

Cllr Gaskin – member of the Village Hall Committee

Cllrs Andrew and Cuddington – non-voting members of the Hilton Harriers Football Club Committee

169/24 Public Speaking

a) Members of the Public

Four members of the public attended. Concerns were expressed about the new zebra crossing on Egginton Road. There is poor visibility for pedestrians and motorists when crossing to the north side of Main Street due to a large hedge. Traffic travelling towards Derby also often fails to slow down or stop at the crossing.

Action: Cllr Patten to report these concerns to the Highways Safety Department, Derbyshire County Council

A member of the public raised concerns about the implications of flooding at the Mease/Egginton Road island and potential for the trees on the island to be felled

as part of the resolution. It was reiterated that there are no plans to fell the trees and a number of problems are being investigated by the Parish Council, District Council, County Council and Environment Agency to alleviate the various drainage and flood issues around the island. A member of the public queried whether Tree Preservation Orders could be placed on the trees and it was noted that applications for this can be made on the SDDC website.

Concern was also expressed about a spate of reported burglaries in Hatton and Tutbury and also the lack of police presence in Hilton. It was noted concerns about burglaries should be reported to the next Etwall Area Forum Meeting.

Action: Cllr Cuddington to send e-mail to the Police and Crime Commissioner to raise concerns about the lack of police presence in Hilton

Concerns about empty properties were raised. It was noted that a chimney on one of the properties appeared to be in poor condition and had been surveyed by SDDC. Whilst this did not pose an immediate risk, SDDC were taking further actions and Councillor Andrew had requested regular updates on this.

Two overgrown hedgerows on Egginton Road and Farm Close were causing problems to pedestrians by encroaching on pavements and these would be taken up with property owners.

Actions: Councillor Cuddington to write to property owners.
Councillor Andrew to raise with SDDC

It was noted that several potholes on Egginton Road had been reported and were being addressed. A member of the public raised concerns about a loose kerbstone along Egginton Road which was to be reported on the highways hub.

b) Police Matters

No report

b) District / County Council Member Reports

County Councillor Julie Patten

Councillor Patten reported that a balanced budget was to be put to the DCC Cabinet meeting. DCC will continue to look at budget savings within each cabinet portfolio. The greatest pressures on finance are in Adult care and Childrens Services.

Ofsted had inspected the DCC children in care service, and all areas were rated as good. DCC continue to look at improving services for children for whom they have statutory responsibility.

It was noted that DCC Cabinet had recently approved plans for the sale of County Hall in Matlock, which will include sale of the main building for a hotel, sale of other buildings for apartments. Smaller council offices would be built on site. Currently the

building is only 30% utilised by staff due to changing ways of working. Ongoing maintenance costs as a listed building mean that something must be done.

Councillor Patten had followed up the purchase of grit bins. The parish council can email highways.hub@derbyshire.gov.uk requesting a new grit bin for a location. If agreed, the Hub will start the process formally. All costs will lie with the parish council. That is also the case for filling and refilling of the bins.

Councillor Patten had reported the A516 footpath between John Port the A50 slip road for inspection and action as required.

Councillor Patten had removed advertisement signs from the crossing near Aldi and also on the corner of Welland Road. She will continue to monitor this.

It was noted that the Police had reported that there had been no volunteers from Hilton to support the Speedwatch scheme.

Action: Cllr Nield to place a further request for volunteers in the Hilton and Dove Valley Life

District Councillor Jayne Davies

Councillor Davies reported the following:

1. Cllr Andrew is working with SDDC, DCC and HPC following the Mease/Egginton Road roundabout flooding. DCC teams have started investigation and results are awaited. No response has been received from Severn Trent.
2. Cllr Andrew is working with a Marston resident and SDDC to document flooding in the Marston on Dove area for the Environment Agency.
3. Cllr Davies has successfully obtained 200 sandbags as requested at the last meeting.
4. Councillor Meghani had organised an initial meeting with St Modwen's to progress work on the maintenance of trees and shrubs along the Mease. Cllrs Davies and Andrew have continued to chase St. Modwen's about when they intend to start work and it was noted that a contractor had now been appointed to undertake this work.
5. Cllrs Andrew and Cuddington are working closely with Hilton Harriers to assist in the preparation of plans for the expansion of Mease Pavilion facilities.
6. It was noted that Cllr Andrew had chased up the possible provision of a grit bin for 97 Egginton Road and this had now been resolved.
7. Cllr Andrew had reported a dangerous chimney on empty property on Egginton Rd. Building Control had inspected and reported this is not an immediate danger but are trying to contact the owner to maintain the chimney.
8. Cllr Andrew has chased up SDDC concerning Memorial Meadow and the Mease Meadow gates.
9. Cllrs Davies and Andrew have met with local residents concerning the Mandarin application.
10. Cllrs Davies and Andrew had held their first surgery last week and intend to repeat this on a monthly basis.
11. Cllr Davies had clarified with SDDC that Hilton Harriers can place a storage container near the Meadow Lane entrance to the park. Planning permission was not required

170/24 To confirm the minutes of the Hilton Parish Council Finance Meeting held on 8 January 2024

The minutes of the Finance Meeting held on 8 January 2024 were RESOLVED to be a true and accurate record of the meeting having previously been circulated to all Councillors

Proposed by Cllr Andrew

Seconded by Cllr Nield

171/24 To confirm the minutes of Hilton Parish Council Meeting held on 20 December 2023

The minutes of the meeting held on 20 December 2023 were RESOLVED to be a true and accurate record of the meeting having previously been circulated to all Cllrs.

Proposed by Cllr Cuddington

Seconded by Cllr Nield

172/24 Planning Matters

Reference	Location	Postcode	Proposal	Valid
DMPN/2023/1573	Birch Tree Farm, Egginton Road, Hilton, Derby,		Prior approval for the proposed change of use from agriculture building to a brewery at	22-Dec-23
DMPA/2024/0031	The Mandarin Chinese Restaurant, Egginton Road, Hilton, Derby, DE65 5FJ		Demolition of restaurant (Use Class E) and erection of retail/commercial unit (Use Class E) at	08-Jan-24

The proposed change of use of an agricultural building to a brewery at Birch Tree Farm was noted with no further comment.

The revised plans for the Mandarin development had been submitted to the Planning Committee. The following issues would be raised with the Planning Committee in relation to the proposed development of the Mandarin site:

- Ecology/biodiversity requirements
- Construction management plan to include a no parking/waiting on Egginton Road stipulation
- On-site generator to be challenged
- Reiterate that a hot food takeaway facility should not be approved
- Ensure if possible that the bricks from the Mandarin building are reused
- Any artefacts discovered during demolition to be passed to Hilton History Group
- Street lighting to be enhanced in the light of concerns about safety on the Egginton Road

Actions: Councillor Cuddington to make representations to the Planning Committee in the light of these concerns. **Councillor Andrew** to reiterate these representations at Planning Committee. **Councillor Cuddington** to inform Developer of issues to be raised.

a) Lucas Lane update

It was noted that there was no sign of any bulbs along the hedgerows which had been disturbed during construction. Councillor Cuddington to email Morris Homes to request that snowdrop, daffodil and bluebell bulbs be replaced

b) St Modwen/Lowman Way development

No further update

c) Aldi Planning Application

It was noted that Councillor Andrew had requested that this planning application should be discussed at Planning Committee at the same time as the Trenport development, due the potential impact on access issues and local traffic.

d) Trenport Derby Road Development - update

The Parish Council had been invited to a further meeting with Trenport when it had been noted that Trenport had redrawn their proposals to improve road networks and future proof the fields either side of the proposed development. It is hoped that the road network will connect to the Industrial Estate. Disappointingly, Trenport had not discussed with Aldi the request that both developments use the same entrance off the island. Councillor Cuddington would be meeting with the Trenport Transport Consultant on 2 February 2024

173/24 Finance

RESOLVED the following items authorised for payment

Proposed Cllr Andrew Seconded Cllr Nield

Expenditure			
Inv Date	Payee / Supplier	Description	TOTAL
JAN			
07/06/2023	SDDC	Playground Inspections	£ 180.00
07/12/2023	Chains and Lifting Tackle Ltd	Lighting bracket testing for HATS (s137)	£ 384.00
02/01/2024	Eon	Back Lane Pavilion Electric	£ 184.33
02/01/2024	Eon	HPC Office Electric	£ 176.18
09/01/2024	Brightside Insurance	Van Insurance	£ 549.71
26/01/2024	Salaries	Dec salaries	£ 4,801.97
01/02/2024	HMRC	Tax/NI - salaries	£ 1,174.19
22/01/2024	NEST	Pension- salaries	£ 429.72
10/01/2024	DVLA	Van Road Tax	£ 320.00
10/01/2024	UK Fuels	Monthly Fuel costs	£ 53.60
16/01/2024	MS Autos Hilton	Van Service and MOT	£ 154.32
31/12/2023	Sterilising Services	Monthly Legionella Testing	£ 68.39
31/12/2023	Hilton Village Hall	Dec PC Meeting Room Hire	£ 57.30
30/12/2023	Hilton Village Hall	s137 Grant HATS	£ 145.44
30/12/2023	Talbot Landscapes	Bin and Benches installations and removal	£ 3,336.00
31/12/2023	Hilton Village Hall	s137 Grant (Mums & Tots)	£ 84.84
23/12/2023	Taylor Day Tree Services	Making safe fallen trees Meadow Lane / Park	£ 780.00
16/01/2024	Viking Office UK Ltd	Office supplies (Box files and Magnets)	£ 24.31
19/01/2024	Viking Office UK Ltd	Office supplies (Paper Hand Towels)	£ 20.93
22/01/2024	Viking Office UK Ltd	Refuse Sacks	£ 64.03
30/01/2024	Freshair Fitness t/a Hugh Harris Ltd	Outdoor Gym Equipment Main St/Mill Lane	£ 5,327.16
			£ 18,316.42

Along with confirming the receipt of the following income.

Income		
Date	Description	TOTAL
JAN		
03/01/2024	Pitch Hire	£27.00
03/01/2024	Pitch Hire	£108.00
04/01/2024	Pitch Hire	£81.00
04/01/2024	Pitch Hire	£36.00
04/01/2024	Pitch Hire	£81.00
06/02/2024	Pitch Hire	£54.00
23/01/2024	Pitch Hire	£31.00
29/01/2024	Pitch Hire	£81.00
30/01/2024	Pitch Hire	£81.00
		£580.00

Bank Balance Summary

The following funds are held by the council as at 23/01/24:

Bank Balance current account:	£54,656.69
Bank Balance savings account:	£284770.75
Total Bank Balance:	£339427.44

The RFO had provided proofs to the Chair that the previous months accounts reconciled.

Authorisation of Spend

RESOLVED the following items for expenditure:

Proposed: Councillor Andrew Seconded: Councillor Cuddington

- Lamppost testing for Christmas trees and hanging baskets - £810
- Urgent tree works - £2,100
- Bulbs/bark for Memorial Meadow £150
- Sharp sand for sand bags £200
- Pavilion refurbishment £2,200

174/24 2024/25 Budget and Precept

Following discussion at the Hilton Parish Council Finance Committee held on 8 January 2024. the following recommendations had been made:

- That the Hilton Parish Council Plan be approved at a total cost of £237,200 for 2024/2025
- That the 2024/25 precept be set at £172,900 which would result in a 2.3% reduction in the Parish Council element of the Council Tax bill for Band D from

£56.17 per house per year to £54.87, whilst allowing the Parish Council to continue to enhance our facilities and deal with inflationary pressures.

RESOLVED that these recommendations be accepted

Proposed: Councillor Andrew Seconded: Councillor Stanton

175/24 Councillor Reports

- Outdoor Gym Equipment – the outdoor gym equipment had been installed on Main Street play area. Thanks were extended to Cllrs Stanton and Gaskin for progressing this improvement
- Playground equipment – Cllr Coney had identified additional requirements to improve playground equipment at a cost of £730.72.
RESOLVED that this expenditure be approved
Proposed Councillor Cuddington Seconded Councillor Andrew
Action: Cllr Coney to progress this work
- Office Manager Job Description Review
ACTION Cllr Gaskin to review the job description and advertisement for agreement at the next meeting
- Mease Pavilion Lease Changes – Councillor Cuddington had requested that the Solicitor arrange for a revised site plan to meet with the Land Registry requirements
- Mill Lane temporary boundary fence – it was noted that the property owner was required to erect a suitable boundary fence to satisfy the Planning Decision Notice
ACTION: Cllr Cuddington and Cllr Stanton to discuss with resident
- Derby Road Bus Shelter (north of Derby Road) – noted that the cost of a new bus shelter was £11,500. DCC had agreed to contribute to costs. It was noted that there would also be additional revenue costs to the Parish Council of £200 per annum. Councillor Andrew reported that DCC had agreed to install electronic bus time signs in three locations, namely the Burton bound stop adjacent to the clock on Derby Road and each side of the Egginton Road at New Road and the Tesco/Hilton Brook stop
ACTION: Cllr Andrew to report on the installation and maintenance of the bus shelter to the next meeting
- Village Hall Meeting Update –
ACTION: Councillor Cuddington to invite Jenny Hickling, Chair of the Village Hall Committee, to a meeting with Parish Council representatives

176/24 Reports from external bodies

- Flood Liaison Committee – no report
- East Midland Intermodal Portal – no report
- Marston on Dove Relief in Need Charity – this account had now been closed
- Hilton Harriers Football Club Committee – the Hilton Harriers Committee had met with representatives of the Football Association who were very supportive of further developments and improvements. Land adjacent to existing football pitches had been identified for this development and a pre-emptive offer had been made at commercial rates by the Parish Council. Councillor Cuddington had submitted a pre-application advice form to SDDC and Cllrs Cuddington and Andrew had met with the Planning Department who supported a full planning application. Discussions had also focused on S106 monies.
- Toyota liaison – no report
- SDDC Joint Parish Meeting – no report
- Parish and Town Council Meeting (DCC) – no meeting.
- Etwall Area Forum –
Action: Councillor Stanton to circulate notes of meeting held on 23 January 2024

177/24 Parish Council next 4 years Strategy Plan

A formal quote has been requested from DCC for the cost of the traffic survey previously indicated at £4,300, rather than the budgeted £5000

Action: Councillor Cuddington to circulate the draft Neighbourhood Plan effectiveness report

178/24 Incidents to Record

It was noted that the Parish Council van had been slightly damaged following a collision. No repair works were required

Considerable damage had been caused following a burst water pipe at the Mease Pavilion. An insurance claim had been made

RESOLVED that the Parish Council pay the £1,000 insurance excess due

Proposed: Councillor Andrew Seconded: Councillor Nield

179/24 Friendship Bench

A resident had suggested that a Friendship Bench be sited near to Memorial Meadow to provide a focal point for people to meet and chat. The resident wished to fund the bench and had provided the wording for a plaque to be placed on the bench.

RESOLVED that the resident's generous offer be accepted and that the bench be located near to the Memorial Meadow and the quote from Talbot Turf to install the bench be accepted.

Proposed: Councillor Stanton Seconded: Councillor McCreddie
Action: Councillor Stanton to progress the purchase of the Friendship Bench

180/24 Website

It was noted that 2Commune, the current provider of the Parish Council website and e-mail domains, would no longer be contracting with Cuttlefish for the provision of the website element, with effect from 1 April 2024. Cuttlefish had informed Parish Councils currently purchasing services from 2Commune that they could continue to manage the website functionality and incorporate e-mail functions with effect from 1 April 2024. It was noted that there are a range of other potential providers.

RESOLVED that Cuttlefish should be requested to manage full functionality of the website and email functions from 1 April 2024 to 31 March 2025 and that the future provision be reviewed in conjunction with the Telecommunications Strategy

Proposed: Councillor Cuddington Seconded: Councillor Andrew

181/24 Dogs in Hilton Woods

Concerns had been raised by a resident about the number of dogs walking off-leads through the Hilton Woods and the anxiety which this could cause for other dog walkers and dogs. They had requested that signs be placed in the woods to request that all dogs are walked on leads. It was noted that the Parish Council did not have powers to enforce such restrictions. It was noted that advice was available on the South Derbyshire District Council website - [Dog control | South Derbyshire District Council](#)

182/24 Parish Councillor Vacancies

All Councillors to continue to highlight the need for 2 more coopted members.

183/24 Grounds Maintenance Contract

It was noted that the Grounds Maintenance contract is due for review.

RESOLVED that three quotations be obtained for this contract and that a tender be written to identify work required.

Proposed Councillor Cuddington Seconded Councillor Andrew

ACTION: Cllr Cuddington to produce tender document

184/24 Tree Policy and Community Planting

Councillor Nield presented the draft Tree Policy for approval. Councillor Nield was thanked for her work in producing a comprehensive policy

RESOLVED that the Tree Policy be approved

Proposed Councillor Cuddington Seconded Councillor Andrew

Thanks were also extended to Cllr Nield for the organisation of the tree planting event on the playing fields, attended by 16 members of the public. Thanks were extended to all who had made this event a success.

185/24 Date of the next meeting.

Parish Council Meeting 7.00pm on **Wednesday 28 February 2024** at Hilton Village Hall.

Jitty between Sutton Lane and Shady Grove to be discussed at this meeting

The meeting was closed @ 9.45pm

Signed _____ Chairman / Vice Chairman

Notes taken by Cllr J McCreddie