

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 27th March 2024** at 7.00pm at Hilton Village in the Jubilee Room.

Yours sincerely

Mark Coney

Chair of the Parish Council

20th March 2024

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 the following meetings:

- Hilton Parish Council meeting held on 28th February 2024

6. Planning Matters

To discuss the following planning applications and other matters:

Reference	Location	Postcode	Proposal	Valid
DMPA/2023/1615	Land to side of 20a - 22a, , Hilton Business Park, , Derby , DE65 5LS		Provision of access to island from site and new office unit within the site with associated parking, electrical vehicle charging points at	31-Jan-24

Other planning matters to discuss:

- Lucas Lane - Update
- St Modwen / Lowman Way Development - Update
- New Aldi - Planning - Update
- Trenport Derby Road Development – Update
- Mandarin Development – Update

7. Finance Report

Summary of Expense

The following expenses have been incurred by the council:

Inv Date	Date Paid	VAT reg no	Payee / Supplier	Description	TOTAL
MAR					
01/03/2024	01/03/2024	559 0978 89	Eon	Back Lane Pavilion Electric	£ 184.33
01/03/2024	01/03/2024	559 0978 89	Eon	HPC Office Electric	£ 176.18
26/03/2024			Salaries	March salaries	£ 4,802.17
28/03/2024			HMRC	Tax/Ni - salaries	£ 1,173.99
14/03/2024	14/03/2024		NEST	Pension- salaries	£ 429.72
11/03/2024	11/03/2024	186 7756 46	UK Fuels	Monthly Fuel costs	£ 1.80
04/03/2024	04/03/2024	245 7193 48	BT	Quarterly Bill	£ 228.84
29/02/2024		536 153 357	Viking Office UK Ltd	Office supplies (Waste Bins)	£ 68.24
29/02/2024		520 6973 47	Sterilising Services	3 Monthly Legionella Testing	£ 96.59
29/02/2024		98 55821 68	Hilton Village Hall	Feb PC Meetings Room Hire	£ 47.75
29/02/2024		98 55821 68	Hilton Village Hall	s137 Grant HATS (Panto)	£ 1,548.76
29/02/2024		98 55821 68	Hilton Village Hall	s137 Grant (Mums & Tots)	£ 84.84
08/03/2024		536 153 357	Viking Office UK Ltd	Refuse Sacks	£ 95.89
28/03/2024			Information Commissioners Office	Data Protection Annual Fee	£ 35.00
08/03/2024		799 216 086	12 Cloud Payroll (netpaydue.com)	Monthly Payroll service charge	£ 12.00
					£ 8,986.10

Summary of Receipts

The following receipts have been received by the council:

Date	Description	TOTAL
MAR		
11/03/2024	Pitch Hire	£54.00
11/03/2024	Pitch Hire	£54.00
11/03/2024	Pitch Hire	£20.00
08/03/2024	Pitch Hire	£27.00
08/03/2024	HMRC VAT Refund	£1,041.47
07/03/2024	Pitch Hire	£10.00
07/03/2024	Pitch Hire	£135.00
06/03/2024	Pitch Hire	£108.00
05/03/2024	Pitch Hire	£10.00
05/03/2024	Pitch Hire	£135.00
04/03/2024	Pitch Hire	£108.00
04/03/2024	Pitch Hire	£81.00
04/03/2024	Insurance Claim payout (Mease Pavilion)	£14,504.00
03/03/2024	Pitch Hire	£27.00
01/03/2024	Pitch Hire	£108.00
29/02/2024	Pitch Hire	£52.00
		£16,474.47

Reconciliation of Bank Accounts

RFO to confirm that the bank accounts reconcile

Bank Balance Summary

The following funds are held by the council as at 19/03/2024:

Bank Balance current account:	£42177.61
Bank Balance savings account:	£284770.76
Total Bank Balance:	£326948.37

Section 137 Applications to Consider

- Jayne Davis Allotment Group - £299

Authorisation of Spend

- Derwent Fencing – Fence Post replacement - £190 +vat

8. Reports from Councillors

- Playground equipment report progress - MC
- Mease Pavilion Lease Changes – CC
- Derby Road Bus Stop – RG / SS
- The Mease Roundabout Flooding – GA
- Party on the Park - MC

9. Reports From Representatives on Other Bodies

Councillors to report on meetings of the following groups:

- Flood Liaison Committee – Cllr Nield
- East Midland Intermodal Portal Liaison Group (EMIP) – Cllr Andrew
- HHFC Committee – Cllr Cuddington
- Toyota Liaison Committee – Cllr Andrew
- SDDC Joint Meeting with Parish Councils – Cllr Coney
- Parish and Town Councils Liaison Forum (DCC) – Cllr Coney
- Etwell Area Safer Neighbourhoods Meeting – Cllr Stanton

10. Parish Council next 4 years Strategy Plan

- To track progress on the plan

11. Record of Incidents

- Accident on Astroturf on 14th March 2024 and damage to post box 17th March 2024

12. HHFC – Sports Facility Development

- To update on development of ‘The Mease’ sports facility

13. Website

- Update on changeover of Website / email provider

14. Jitty between Sutton Lane and Shady Grove

- Discuss suggestion of planting and verge maintenance

15. Annual Budget for Horticultural Improvements

- Discuss the proposal to have a small authorised budget to cover Horticultural improvements

16. Parish Councillor Vacancies

- To discuss filling 2 vacant Parish councillor vacancies

17. Grounds Maintenance

- Decision to take on the way forward on the tendering of the grounds maintenance

18. Provision of Parish Council Credit Card

- Consideration to obtain a credit card to enable more efficient purchasing

19. Office Manager Job Description and next steps

- To consider and agree on the next steps with the Office Manager Job Description

20. **Back Lane Pavilion Improvements**

- Discussion and authority to spend on improvements to electrical system and new paving

21. **Local Plan Consultation**

- Discussion on HPC response to SDDC facilities questionnaire

22. **The Mease School Traffic Safety Issues**

- Discussion on traffic safety issues concerning The Mease School

23. **Memorial Meadow Flag Pole**

- Consideration of installation of a Flag Pole at the Memorial Meadow

24. **Agenda Items for the next meeting**

- To record any agenda items for the next meeting

25. **Actions from this meeting**

- To confirm actions that were taken at this meeting

26. **Date of the next meeting.**

Parish Council Meeting 7.00pm on **Wednesday 24th April 2024**

Setting date of Annual Parish Council meeting in May 2024