

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 24th April 2024** at 7.00pm at Hilton Village in the Jubilee Room.

Yours sincerely

Mark Coney

Chair of the Parish Council

17th April 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 27th March 2024

6. Planning Matters

To discuss the following planning applications and other matters:

No planning applications submitted in the period 27/3/24 to 15/4/24

Other planning matters to discuss:

- a) Lucas Lane - Update
- b) St Modwen / Lowman Way Development - Update
- c) New Aldi - Planning - Update
- d) Trenport Derby Road Development – Update
- e) Mandarin Development – Update

Discussion on Lucas Lane bio diversity offset and representation regarding this being for a limited period of 15 years.

7. Finance Report

Summary of Expense

The following expenses have been incurred by the council:

| Inv Date | Payee / Supplier | Description | TOTAL |
|--------------|----------------------------|---|-------------|
| APRIL | | | |
| 02/04/2024 | Eon | Back Lane Pavilion Electric | £ 184.33 |
| 02/04/2024 | Eon | HPC Office Electric | £ 155.93 |
| 26/04/2024 | Salaries | March salaries | £ 4,846.93 |
| 26/04/2024 | HMRC | Tax/Ni - salaries | £ 1,129.23 |
| 15/04/2024 | NEST | Pension- salaries | £ 429.72 |
| 10/04/2024 | UK Fuels | Monthly Fuel costs | £ 1.80 |
| 28/03/2024 | Talbot Landscapes | Benches Instalation | £ 1,656.00 |
| 28/03/2024 | Sterilizing Services Ltd | Monthly Water testing | £ 68.39 |
| 31/03/2024 | Aucuba Landscapes Ltd | Hedge Cutting and Grass Mowing | £ 1,424.44 |
| 28/03/2024 | Viking Office UK Ltd | Replacement External Mailbox | £ 88.73 |
| 14/03/2024 | Carrbrook Garden Machinery | Lawnmowers, Strimmers and Blowers annual maint | £ 526.88 |
| 06/04/2024 | MJB Heating | Replacement Boiler for Mease Pavilion (insurance) | £ 16,536.00 |
| 08/04/2024 | NetPayDue.com Ltd | Monthly Payroll Fee | £ 12.00 |
| 29/03/2024 | Hilton Village Hall | Room Hire - March Meeting | £ 69.15 |
| 29/03/2024 | Hilton Village Hall | Umbrella Group Room Hire | £ 181.80 |
| 02/04/2024 | M Coney | Amazon Order for Playground Equipment parts | £ 32.95 |
| 12/04/2024 | Cromwell Tools Derby | Refuse Sacks | £ 185.04 |
| 03/04/2024 | J Davies | Allotment Group Grant | £ 299.00 |
| 11/04/2024 | Glasdon UK | Barrow Wheel | £ 123.36 |
| 15/04/2024 | Derwent Fencing Ltd | Godfather fencepost - Memorial Meadow | £ 228.00 |
| 10/04/2024 | Heritage Wood Limited | Bench Plaque | £ 70.00 |
| | | | |
| | | | £ 28,249.68 |

Summary of Receipts

The following receipts have been received by the council:

| Date | Description | TOTAL |
|--------------|-------------|---------|
| APRIL | | |
| 15/04/2024 | Pitch Hire | £108.00 |
| 12/04/2024 | Pitch Hire | £118.00 |
| 12/04/2024 | Pitch Hire | £60.00 |
| 08/04/2024 | VAT Refund | £523.99 |
| 03/04/2024 | Pitch Hire | £81.00 |
| 02/04/2024 | Pitch Hire | £108.00 |
| | | |
| | | |
| | | £998.99 |

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 17/04/2024:

| | |
|-------------------------------|------------|
| Bank Balance current account: | £32804.61 |
| Bank Balance savings account: | £376704.75 |
| Total Bank Balance: | £409509.36 |

Authorisation of Money Transfer

Authorisation that the RFO is authorised to transfer £50000 from the savings account to the current account.

Section 137 Applications to Consider

- No applications

Authorisation of Spend

- None additional

8. Year End Finances

- To review and RFO confirm the year end accounts
- Review and confirmation of HPC Fixed Asset Register
- Review and confirmation of HPC Financial Risk Register
- Confirm output from internal audit of accounts
- Approval of Annual Governance Statement – Section 1
- Approval of Annual Return Accounting Statements – Section 2
- Confirm dates of public right to inspect accounts

9. **Reports from Councillors**

- Mease Pavilion Lease Changes – CC
- The Mease Roundabout Flooding – GA
- Office Manager Recruitment - RG
- Party on the Park - MC

10. **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
- Etwall Area Safer Neighbourhoods Meeting – Cllr Stanton

11. **Parish Council next 4 years Strategy Plan**

- To track progress on the 4 year plan
 - Traffic Survey - CC
 - Playground signs – JM
 - Football Pitch Improvements - JM
 - SIDS - MC
 - Bus Shelters - SS
 - Back Lane Pavilion Improvements - MC

12. **Traffic Safety Issues**

- Discussion on the following road safety issues:
 - The Mease School Safety Issues
 - A50 Slip Road
 - Derby Road Zebra Crossing

13. **Village Hall working together Update**

- To consider further developing joint working between HPC and HVH

14. **HHFC – Sports Facility Development**

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

15. **Jitty between Sutton Lane and Shady Grove**

- Discuss suggestion of planting and verge maintenance along the jitty

16. **Parish Councillor Vacancies**

- To discuss filling 2 vacant Parish councillor vacancies

17. **Playground Risk Assessment - Update**

- To review the recent annual Playground Risk Assessment output

18. **Provision of Parish Council Credit Card**

- RFO to update progress on obtaining a credit card to enable more efficient purchasing

19. **A50 Celebration**

- Consideration of HMGH proposal for A50 celebration in 2025

20. **Consultation on Statement of Community Involvement**

- To discuss and decide on the HPC response to the SDDC SCI document

21. **Memorial Meadow Flag Pole**

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

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

- To record any agenda items for the next meeting

23. **Actions from this meeting**

- To confirm actions that were taken at this meeting

24. **Date of the next meeting.**

Annual Parish Council Meeting 7:00pm on **Wednesday 8th May 2024**

Annual Parish Meeting 7.00pm on **Wednesday 29th May 2024**

Full Parish Council Meeting 7.30pm on **Wednesday 29th May 2024**