

**Minutes of the Annual Parish Meeting of Hilton Parish Council Tuesday 20<sup>th</sup> May 2014 , 7.30pm  
at the Village Hall**

**Present:** Cllr P. Balicki, Cllr G. Barradell, Cllr D. Bates, Cllr A. Goodridge, Cllr J. Perez, Cllr S. Perry, Cllr W. Wilson.

**In attendance:** The Clerk - Jo Perez & 15 Parishioners

**Apologies for Absence** - Cllr K. Dunk & Cllr S. Whyte

**To Approve the Minutes of the Annual General Meeting held on 26<sup>th</sup> April 2012**

These were formally approved by the Councillors present.

**Annual Review of Parish Council Business**

Cllr Peter Balicki (Chair) presented;-

**Annual Review of Parish Business y/e 31 March 2014**

This current Parish Council was formed following the election on 4 July 2014 with 7 new members being elected bringing the Council back up to its full strength of 9 members. We would like to thank all the villagers who took the time to vote; over 52% of villagers took to the polls.

Our first meeting was held on 17 July 2014 and Peter Balicki and Graham Barradell were elected Chairman and Vice Chairman accordingly.

The first few meetings were spent with members understanding the roles and responsibilities of a Parish Councillor and looking to attend to outstanding matters. The Standing Orders, Media Policy, Complaints Procedure, Data Protection and Information Security Policy, Correspondence Policy, Website Management Policy and Code of Conduct have either been updated or drawn up.

Outstanding matters of business have been taken forward and in particular:

The crossing on Potton Road - this was agreed in 2012 under a matching finance scheme offered by Cambridgeshire County Council with the Parish Council agreeing to contribute up to £10,000 toward the cost of this scheme. The work has almost been completed and the Parish Council awaits confirmation of completion of the signage and what the financial cost will be.

Removal of Parish Council Street light 21 - at the request of the new owners of the property the Parish Council has to remove this street light. It was agreed that the street light (PC22) next to the playground should be re connected and this work is likely to take place in July 2014 at a cost of £3,171 + VAT ( VAT is reclaimable).

We were then given a very short period of time to find a Clerk and we would like to thank Mrs Jo Perez for the hard work she has put in since being appointed to the role. It has been a short, sharp, intensive period for Jo to get her feet under the table but she has set about her task well, undertaking the Clerk training and getting to understand the role and responsibilities of her position. Having a Clerk who lives in the village overcomes some of the issues we had when the Parish Council had to use the expensive but impersonal services of a professional clerking firm. It does of course have the added benefit of bringing our costs back in line with what they should be.

The Parish Council is responsible for some of the street lighting, maintenance of ponds, ditches, trees and grass cutting. We would like to thank John Carter, Bernie Ashby, Rodney Makeham, Glen Conway and Duncan McMichael for the work they have done over the last year on maintaining the village, the open spaces, trees and ditches.

The Parish Council also makes recommendations to Huntingdon District Council on planning applications via the planning committee.

The firework display was excellent and the Parish Council would like to thank the firework team for putting on a great show, Feast Week for providing refreshments and Councillors and volunteers for manning the event and collecting takings. Unfortunately 2013's event incurred a loss and a working group has been set up to look at ways of ensuring the future of this event.

The proposals for the new A14 route emerged again this year and following 2 exhibitions and a further presentation by the consultants it is clear that Hilton will be potentially worse off in terms of environmental impact should the current proposals from the Highways Agency proceed. The A14 working group will be making their report later in this meeting.

We also saw the work undertaken on the street lights in the village under a 5 year county wide project being carried out by Cambridgeshire County Council. A consultation meeting was held with Balfour Beatty and some changes that villagers requested were accommodated. The football pitch on the green continues to be used by Fenstanton Youth Football Club and it

ishoped that this will continue into the new season. The club are encouraged to ask those attending not to park on the Green.

I would also like to thank the members of the Green Management Group for their new policy and leaflet on how we can look to maintain our greatest asset. I know that Ian Stott has been working closely with the group on this and other matters such as tree maintenance and I thank him for continuing to support the Parish Council, that he is still willing to share his vast 'bank' of knowledge is greatly appreciated.

In conclusion I would like to thank all the members of Hilton Parish Council for their hard work and time in serving the village. The members have worked very well together on various aspects in the 10 months since the election and the work undertaken by the various working groups between Parish Council meetings does allow informed decisions to be made at meetings.

### **Parish Council Financial Report**

Opening year balances where £33,316 closing year balances were £29,239.

Precept for year was £22,595 + other income £2,913 gave a total of £25,508.

Expenditure for year was £29,585. Deficit of £4,077. Large items of overspend = £1,696 for election, clerks cost of £3,700. This is LGS cost of £6,246 for 6 months less expected spend of say £2,520 =£3,700.

Fireworks - spend £1,700 income £1,285 = loss of £415. Working group looking at ways of reducing the financial risk of this event. In the past previous year income is what is spent on next year's fireworks.

These are net of VAT of which would inflate figures by £1,919 on both sides.

Whilst closing balances £29,239 must be noted that committed expenditure is up to £10,000 on crossing which might be spread out but the cost remains the same and £3,171.05 (+VAT) on removal of PC 21 and re-connect PC22.

This leaves the PC reserves at £16,068.

Precept for the coming year = £23,047 1.9% increase. Finances will be tight and the Parish Council will be looking to work within this figure reducing if necessary some of the expenditure on tree maintenance and ditch clearing if required.

Internal Audit should be completed in the next few days and accounts to be formally approved at meeting on 2 June 2014 for submission to external auditor by 9 June 2014 in accordance with requirements.

### **Report from Cllr Ian Bates**

Cllr Ian Bates gave a report on Huntingdonshire District Council and Cambridgeshire County Council

#### **Huntingdonshire District Council:-**

Hilton is on the edge of HDC area.

The budget is £78 million for services and £6 million for capital projects. 10% of this comes from Council Tax, 53% from the Government and the rest comes from things such as Leisure Centres, Car Parks, Planning etc.

HDC own some business properties that provide some income. HDC no longer have any private housing, this is now owned by Luminous. HDC do have to find accommodation for those who are in urgent need.

The biggest department and staff with the biggest spend is Benefits at £37 million.

There are 3 overarching scrutiny panels one of which Cllr I Bates serves.

A new Managing Director was appointed this year. Staff pay reviews have happened this year with lots of staff having their salaries reduced. This is due to there being less money in the budget.

#### **Cambridgeshire County Council:-**

Has many wide and diverse services.

The budget is £751 million, £252 million of this is spent on Schools. School governors have control of their own spend. School transport and pupil statements are controlled by CCC.

The biggest change in County Councils last year was going from a Cabinet system to Service committees. There are 6 service committees each with 17 members, each has a Chair and Vice Chair. The service committees are 1) Adults and wellbeing 2) Children and young people 3) Economy and environment 4) Health 5) Highways 6) General purposes. 40% of money goes to Social Services. Adult Social care, 7,500 people are looked after in their own homes and require financial support. Libraries have 2.8 million visits across the Country. 4 Million use the Park and Ride facilities around Cambridge. There are plans to start charging £1 for parking at

the park and ride sites, Lots of people currently use the Park and ride at Babraham to park and then cycle to Addenbrooke. This year 2014/2015 savings of 38million have to be made. Over the next 5 years saving of 149million need to be made. Cambridgeshire is the fastest growing County in the Country.

There are 310 tonnes of waste collected 55% is recycled

### **Report from Ken Harris -Neighbourhood Watch**

Report from Ken Harris - see below:-

NEIGHBOURHOOD WATCH BRIEF TO PARISH MEETING  
20 MAY 2014

Mr Chairman & Councillors, thank you for the chance to address the meeting.

I don't need to tell you that Hilton enjoys a deserved reputation as a very pleasant community to live in. We don't see much of the police in the village, but that, in turn, means that they don't see much of us. They need our help to keep them aware of what's going on in Hilton.

You will be aware that a Neighbourhood Watch Scheme has operated in Hilton for many years. It aims to foster good communications between residents and the police.

For their part, Cambridge Constabulary last year introduced an e-mail system for briefing registered members of the public. It is termed Neighbourhood Alert. On a weekly basis, the police distribute data on reported crimes in Huntingdonshire, as well as information on their current policing priorities. In addition, if a crime is reported to the police, they use Neighbourhood Alert to target e-mails to registered residents in the vicinity. The police hope that this will stimulate residents to contribute information. And, by improving awareness both reduce the opportunities for crime and help to allay undue fear of crime.

Hilton's Neighbourhood Watch splits the village into 18 areas schemes. In each area a coordinator is registered to receive Neighbourhood Alert messages. The coordinator can relay messages from the police to the residents. In parallel, individual residents can register with Neighbourhood Alert and receive the police messages directly.

If on the other hand, you need to contact the police, there is no benefit in passing your message through Neighbourhood Watch. Contact the police directly on one of their two telephone numbers:

Call 999 for emergency assistance. Use this number when life or limb is at risk, or when criminals may still be in the vicinity.

Alternatively, call 101 when there is no immediate urgency. Call 101 for incidents with no risk to life or limb or for routine enquiries. The police Operations Centre will assess your call and decide the appropriate level of response..

Clearly, the more residents who participate in Neighbourhood Watch, the better it will work.

Please ensure that your area coordinator has up-to-date contact details for you.

You might check the Neighbourhood Watch page linked to the Village website.

Alternatively, search on-line for Ourwatch.com, the national Neighbourhood and Home Watch website. You can apply on-line to join your local scheme in Hilton and to receive Neighbourhood Alert messages.

Finally, we have vacancies for area coordinators, on Potton Rd and in Chequers Croft. So, if you fancy a zero-hours contract, helping to run Neighbourhood Watch in Hilton, please get in touch. My number is in Spectrum.

## **Report from Phil Wood - Clerk - Hilton Town Trust**

### **Background of the Town Trust**

The village of Hilton benefits from land and assets endowed over the centuries. The most recent definition of the charities was confirmed by a Deed dated 1899, in which year gross income from land and cottages was £41.

They operate two Charities. The land and assets are held by the Estate Charity, the senior charity of the two.

The 1899 deed requires that half of the annual income of the Estate Charity goes to the Parish Church to be used for repairs to the building, the other half is paid to the second charity, the Town Charity to be spent for the general benefit of the village.

Both the Estate and Town Charities are administered by the Trustees and are chaired by the Revd David Busk.

The Parish Council appoints two trustees, presently Brian Ward and Liz Bush and the Church Wardens are the two other trustees, currently Ralph Slayter and Rachel Wood. Phil Wood is the Clerk.

Trustees publish the purposes of the Charity in Spectrum each year and the wider public is informed by the Charity Commissions Directories. An annual report is sent to the Charity Commission.

### **Town Charity report for calendar year 2013**

At the beginning of the year the Town Charity held £10,600 in hand.

In 2013 income amounting to £4,500 was received from the Estate Charity.

Although the Trustees have no specific mandate a mix of grants are made under the general terms of the Deed including capital grants, education grants, grants to charities or organisations directly serving the needs of Hilton.

Projects supported by the Town Charity in 2013 included:

Hilton Village Hall refurbishment and tables	£4000
Fenstanton & Hilton Primary School enrichment programme	£ 500
Christmas hamper distribution	£ 700

The Town Charity had £9,900 in hand at 31/12/13 with an expected income for 2014 of £5000.

The Trustees remain open to proposals from villagers for either individual needs or community projects. Contact can be made with the Clerk, any Trustee or via the contact number in Spectrum.

### **Report from A14 working group**

Cllr Graham Baradell reported that the working group is made up of 3 councillors and 2 parishioners. Peter Balicki in his capacity as Chairman attends when possible.

The A14 WG reports back to Parish council meetings. Cllr Baradell gave a brief update of what had been happening at recent meetings. The WG are due to meet this week, the intention is to try to reach out to Parishioners to make sure they know how to respond to the Highways Agency. He advised that we need to get our local politicians involved. Cllr Baradell advised that Jacobs are the design arm of the Highways Agency. He advised that the HA are responding to peoples comments prior to the deadline of the 15<sup>th</sup> June.

In summary, Cllr Baradell expressed how important it is that the Parish understand and that information is with them in order for them to express their views before the deadline of 15<sup>th</sup> June 2014.

### **Report from the Open Spaces- Green management working group**

The working group is made up of 3 Councillors Kieron Dunk, Willie Wilson and Doreen Bates and Ian Stott.

Cllr Willie Wilson reported that the working group had looked at all the old documents and information regarding the Green areas in the village and worked at consolidating the information into a new document. Cllr Wilson advised that Cllr Dunk had put together a map that was continually being updated and he was keen for people to let the PC know if there were any changes to be made. The PC is deciding whether the map will be printed and sold. Cllr Wilson was keen to thank Ian Stott for all of his input, he has lots of knowledge and the working group has learnt a lot from him. There was also a lot of good work put into the leaflet that the working group produced and distributed to the entire village.

### **General Question Time**

Katy Dunn asked how long the PC aimed to get meeting minutes out within. Andy Bush asked about draft minutes being published. The Chair explained that in the PC standing orders it says that the PC does not publish draft minutes. The approved minutes are published soon after they are approved at the next PC meeting.

Lesley Fordham said the Beacons on the new crossing were not working and this made the crossing dangerous. The Chair advised that the PC are chasing CCC to get the work completed.

John Carter asked if we could look at how to stop vandals driving on the Green. The Chair advised that this is difficult but something the PC are aware of.

Lesley Fordham spoke about the Parish Council Car Park adjacent to the Village Hall and of the PC's intention to approach the Village Hall committee and the Town Trust for a £250 contribution to make repairs. She asked if in time the PC would ask again. The Chair advised that as in time the car park would need further repairs that the PC would always look for contributions as the facility is used by many. Cllr Goodridge advised that there is not money in our budget to make repairs to the car park. There are many users of the car park, Feast Week, Riding School and Football amongst others.

Heidi asked Cllr Bates a question about the Chicken Sheds by the A14 and HDC planning. She said that the sheds that are now there are bigger than the original and bigger than they had originally applied for planning permission for, why? Cllr Bates advised they had been given retrospective permission. Heidi asked if a financial sweetener had been offered. Cllr Bates said it had not.

Andy Bush asked Cllr Bates about responsibilities of roads. Cllr Bates advised that CCC is responsible for maintenance of roads and bridges. HDC is responsible for noise and pollution. He advised that CCC will be responsible for the new A14 when finished in 2020/21 and HDC will be responsible for the environmental issues, noise and pollution.

A14 comments:-

Ken Harris asked for links and documents to be put on website. John Carter asked if the PC can press for 7.5 tonne limit for the bridges on the new proposed route for the A14. Andy Bush said that he thought the new route was further south than he previously thought. Lesley Fordham asked if there would be another A14 meeting to include our MP and local Councillor.

Bernie Ashbv asked Phil Wood from the Town Trust about the policy on Christmas Hampers. Phil advised that the trustees feel there are now better ways to help the villagers other than Christmas hampers. Although they would not stop the Christmas hampers that are currently received.

**Meeting closed**

9.00pm