

**MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON MONDAY 07 APRIL 2014 7.30 IN THE VILLAGE HALL**

**Present:** G.Barradell – Chaired this meeting, K Dunk, A. Goodridge, S.Perry, S.Whyte, W. Wilson

**In Attendance:** Jo Perez (Parish Clerk), 9 Parishoners

**1. To note Apologies for Absence**

Apologies for absence were received from Cllrs P Balicki, D. Bates & J. Perez

**Declarations of Interest**

No Declarations

**Parishioners Open Session – 19.31**

Parishioners were invited to participate stating to which item on the agenda they wish to comment.

Item 3.2 Mrs Collor asked for an update regarding the removal of the light from her property. PC explained that we would update her when we reached that item on the agenda.

Item 3.10 Margaret Shardlow expressed that she would like just the one name added to the Plaque rather than the whole Plaque being redone.

Open session closed 19.34

**2. To approve the Minutes of the Parish Council Meeting held on 3<sup>rd</sup> February 2014**

The minutes of the 3<sup>rd</sup> March 2014 were approved, S.W proposed, 2<sup>nd</sup> K.D as a true record and signed by the Chairman (G.Baradell), S.P abstained as not present at this meeting, all other Cllrs were in favour.

The minutes of the extraordinary meeting of the 20<sup>th</sup> March were approved, S.W proposed, 2<sup>nd</sup> K.D, W.W abstained as not present at this meeting, all other Cllrs were in favour.

**3. Matters arising or carried forward from the last meeting for discussion and decision**

**3.1 (3.1) Cambridgeshire County Council Minor Improvement Scheme – update from Ross Hamilton**

The Clerk updated the PC, she advised that Ross Hamilton had emailed to say that anti-skid road surfacing would begin shortly. He had still not been given a date by Balfour Beatty regarding the installation of the flashing beacons but would keep the clerk updated.

**3.2 (3.2) Streetlight Removal in Grove End – update**

The Clerk advised that the original contact at Balfour Beatty had still not responded to her emails, so she emailed other contacts within BB and they had responded to say that a purchase order was needed to schedule work. This was organised and sent. BB updated that due to 3 month notice of road closure that this work is likely to happen in July. The Clerk will keep up communications and advise when date is set.

**3.3 (3.3) Damaged play area – update.**

The Clerk updated that the repairs had been completed by C.L.S and that some members of the Council had cleaned the Park. Once John Carter had mown/strimmed and dealt with weeds the park would be re-opened.

**3.4 (3.5) Weee recycling – discuss presentation and make decision**

Some members of the Council think this is a good idea, others are still unsure. It was decided that we would give this a go on a trial basis, it was suggested that we should inform Spectrum and advise this is on a trial basis. A.G proposed, K.D 2<sup>nd</sup> – all were in favour.

Clerk will advise Weee Recycling.

**3.5 (3.6) Outstanding Invoices to LGS - update**

S.W updated that since our last PC meeting we had received a response from LGS advising that they were not willing to make a 20% reduction on their Invoices. An

extraordinary meeting had been called and it had been decided that the PC were not willing to accept this. After looking at emails, original contract and speaking with HDC S.W composed a letter which the Clerk sent to LGS and so far no response to that letter has been received.

**3.6 (3.7) Vegetation surrounding Pond, Graveley Way – confirmation of ownership of land adjoining pond**

K.D advised that the boundary of these properties is to the edge of the pond and therefore their responsibility to maintain. This information is available through HDC land registry and the boundary is actually to half way across the pond bed. K.D and the Tree Warden Ian Stott have had a look at this area. Ian Stott has advised that he may be able to tidy this area. The PC is concerned about the danger and environmental issues. It was decided that our next step would be to speak to the property owners face to face to decide way forward.

**3.7 (3.10) Update regarding working group to resolve outstanding Easements over the green**

The working group had a productive meeting, they will be speaking to all parties involved and the working group will bring this to the next PC Meeting.

**3.8 (3.11) Update regarding abandoned car on the green**

The Clerk had received a response from DVLA advising that if the PC want to take this matter further to find the owner of the vehicle we need to complete forms they enclosed in their response and pay £2.50. K.D proposed, S.W 2<sup>nd</sup>, all were in favour that we do this. Clerk to action.

G.B also asked that we write a letter to the Police asking for clarity on what would be classed as a criminal offence and for them to take action if anything like this happened again. S.W proposed, W.W 2<sup>nd</sup>, all were in favour. K.D will help with composing the letter regarding legal reference.

**3.9 (3.12) Update regarding Green management policy from Cllr Dunk, including update on the tree at the crossroads and Sparrow Way**

K.D advised that there is no update on the tree at the crossroads yet, but hopes to have something for the next PC Meeting. The tree warden has agreed to carry out the work required on the tree at Sparrow Way. He will do this at his own risk.

K.D advise that 400 leaflets have been printed thanks go to Cllr W.Wilson for doing this at his own cost. K.D will organise a group of volunteers to get the leaflet distributed around the village.

**3.10 (3.13) Update regarding additional name to be added to the World War 1 Plaque on Lych Gate**

P.B had received an email update which the Clerk read out to advise that the request had been received but they had an unprecedented amount of emails in April and therefore they would get back to him as soon as possible. The PC hopes to have more information available for the next meeting.

**3.11 (5.1) Update on Village Hall car park**

K.D advised that the surface needs breaking up and then packing out. He will get some costs together ready for our next PC Meeting. Once we have an idea of costs involved it was suggested that we speak with the Village Hall committee with regards to helping with the cost.

**3.12 (5.2) Update on damaged shutter on Cricket Pavilion**

So far only one quote of £40 has been received from C.L.S, the Clerk will chase other quotes ready for the next PC Meeting.

**3.13 (5.4) Street Light – update**

Work has started on the street lighting, no issues have come to our attention and all seems to be going well. The Clerk has made enquiries to Balfour Beatty about the possible upgrade to the light at the Crossroads, this is not part of BB's contract and

therefore not scheduled to be changed. If the PC wanted to make changes to this light it would be at a cost of £1,700. Therefore this is not an option.

#### **4 Committee, Working Groups and Members items**

##### **4.1 (4.2) A14 working group - update**

A meeting was held on 20<sup>th</sup> March between the working group and 2 gentlemen from Jacobs who have taken over from Atkins. They were interested in hearing the views of the working group. A new A14 consultation period began today (7<sup>th</sup> April) and there are various events going on in different areas. It was suggested that the working group would attend the meeting being held in Hilton on the 25<sup>th</sup> April before writing a letter with their views.

A.G updated the PC that the results of the CFT had been published but no decisions have been made, she hopes to attend the June meeting and will update the PC from there.

##### **4.2 Discuss Planning Committee Meetings**

So as to help the Planning Committee and parishioners alike, it was suggested that these meetings will always be held on a Wednesday and always at the Methodist Church. The PC was advised that it may not be possible to use the Methodist Church as they may have another booking. An alternative may have to be found.

##### **4.3 Discuss Speedwatch fixed signs**

There was a lengthy discussion amongst the PC as to whether the suggested signs work. There was much discussion regarding evidence whether permanent signs would make drivers immune to them. At the moment considering the financial position of the PC it was decided that we would not be prepared to fund these signs. W.W proposed, S.W 2<sup>nd</sup>, all were in favour.

##### **4.4 Discuss Green Management group list of possible jobs for volunteers**

K. D asked the PC if it could be agreed that the volunteers could go ahead with the work on the list that required no money to be spent. The list comprises of the following jobs so far:-

1. Cut off the Ivy around trees around The Green. – All in favour
2. Playground cleaning.- carried out as per last PC meeting
3. Add new hessian drymix bags to The Ware and repair bank.- S.P Prop, S.W 2<sup>nd</sup> 1 against, rest in favour.
4. Deal with ash pile in The Wilderness, (subject to JC burning the cuttings). To take to tip – W.W Prop, S.W 2<sup>nd</sup>, 1 abstained, rest in favour.
5. Place large logs/stumps near the fish pond to stop parking.- S.P Prop, K.D 2<sup>nd</sup>, 1 against, 2 abstained, rest in favour.
6. Add new stone to the village hall car park, quote for stone to come soon.

##### **4.5 Discuss Green Management group – map printing and costs**

K.D had received a quote of cost to produce the Map – 250 copies at £195 + VAT, or 500 copies at £285 + VAT. Cllr Perry has agreed to sell them at the Pub and K.D will approach the Newsagents in the village to see if they would also be willing to sell the maps. Ideas of how much we should sell the map for were discussed, it was agreed that this will bring in much needed revenue to the PC. No decision can be made at present until final costs of production are known. The PC was advised that we already have tubes that the maps could be sold in. K.D has already received some input regarding the accuracy of the map and it was suggested that the PC advertise in Spectrum the last date for any inaccuracies to be reported before the map goes to print. K.D will get additional costing if we printed fewer maps. It was agreed this item be back on the May meeting agenda.

**5 To consider any correspondence/communications received requiring decision or action**

**5.1 Request from Came & Co to meet to discuss Parish council insurance needs**

S.W, S.P and the Clerk are happy to meet with Came & Co to discuss PC insurance needs, all can be available during the day. The Clerk will advise Came & Co of this and organise a mutually convenient date and time to meet.

**5.2 Discuss Community Chest Fund**

G.B gave a background on the above, this is an opportunity to bid for a £5,000 share of £30,000 to be given towards a project that needs funding. The Clerk is to find out if this is only for new projects or if it can contribute towards existing projects. The closing date for applications is the 9<sup>th</sup> May. As a decision has to be made prior to our next full PC meeting it was agreed to add this to the agenda for the F & G.P meeting to be held on 15<sup>th</sup> April.

**5.3 Discuss AGM and APM**

The Clerk advised that the AGM must be held in May and this is where a Chair is elected before the rest of the meeting continues. It was agreed that the date of the next PC Meeting will be the AGM and that this date would be the 12<sup>th</sup> of May rather than the 3<sup>rd</sup> as this is a bank holiday. A suggested date for the APM is 20<sup>th</sup> May, the Clerk will check availability of venues for that date. The Clerk advised that only herself and the Chair need to be present at that meeting.

**5.4 Town Trust – Election of members**

The Standing Orders of the Town Trust require the PC to elect two parishioners to serve on the trust for a period four years. Current representatives are Mrs E Bush and Mr B ward. As Mr B Ward has served the longer period he has agreed to stand for re- election for a further four years. The second parishioner position will therefore be elected in two years' time.

As the next PC meeting is the Annual Parish Council Meeting, to include Council positions, it was agreed to action this election at this meeting.

**6. To consider and decide upon matters relating to Finance and Risk assessment**

**6.1 Authorise payment of any bills**

6a	Jo Perez	Clerk's March Salary	£ 419.77
		Clerk's Expenses – Royal Mail (no postage) Fee	£ 1.50
		Barclays 1 <sup>st</sup> class large letter	£ .90
		Jan/Feb Telephone calls	£ 2.36
		Travel Expenses:-	
		2 x Huntingdon return	
		2 x Somersham return	£ 31.50
		Total	£456.03 chq
6b	John Carter	Short payment of S/O	£ 40.00
		Ditch Clearing (January invoice)	£600.00
		Total	£640.00 chq
6c	Cambridge County Council	Street Lighting (invoice 10513777)	£515.24 chq
6d	Cambridgeshire & Peterborough Association of Local office	New Clerk Training 2days	£200.00 chq
6e	Hilton Methodist Church Meetings-	5x 1hr @£6.00ph (Oct 2012 – April 2013)	£ 30.00 chq

6f	Bernie Ashby	Handyman Feb/March 2014	£ 72.45 chq
6g	C.L.S	Repairs to village park	£150.00 chq

All payments approved, other than 6C as more information required before payment can be agreed. This will be added to the F & G.P Agenda

S.W prop, S.P 2<sup>nd</sup>, All in favour

**7. Councillors items – information only. No discussion and no decisions can be made.**

K.D informed the PC that he had received a request form Sharon Walker – Chair of the Feast Week committee to level the ground where the marquee sits for FW. The PC will consider adding this to the May meeting agenda. S.W took this opportunity to thank FW on behalf of the PC for their kind donation for £100 to the PC.

S.W asked that the PC consider adding what is happening with the ditch and traffic cones on The High Street to the next agenda, with hope of finding out who is working there?

A.G Advised that she hopes by the next PC Meeting to have more information regarding :- Energy, she has been put intouch with HDC and is trying to set up a meeting

**8. Closure of meeting**  
 Meeing closed 9.11pm

**Signed.....Date.....**

