

MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON MONDAY 03 FEBRUARY 2014 IN THE VILLAGE HALL

Present: Cllrs P.Balicki (Chairman), G.Barradell, D. Bates, K Dunk, J. Perez, S.Whyte, W. Wilson

In Attendance: Jo Perez (Parish Clerk), Peta King-Parcell & Keely Russell from Balfour Beatty, 10 Parishoners

1. To note Apologies for Absence

Apologies for absence were received from Cllrs S. Perry & A. Goodridge

Declarations of Interest

Cllr J Perez in items 4 & 7.1 a

Parishioners Open Session

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

Parishioner – Sara Partridge commented on item 5.4 – she passed to the Council a copy of a photograph taken of one of the new proposed lights in the village of Eltisley. She has a number of concerns particularly as she has a number of lights within near proximity to her property.

Parishioner – Margaret Shadlow commented on items 6.8 & 6.9 – she informed the Parish Council that there is a name missing from the plaque on the Lychgate and that there are grants available. She also informed the council she was there to assist if there were any questions around item 6.9.

Parishioner – Andy Bush commented on item 5.3 - A14 He asked if following his offer to be part of this Working Group whether he was required? P.B informed him that the first 2 volunteers had been asked to join the working group and therefore would not be required at present. P.B apologised if he had not received an email that he had sent out. Andy Bush asked who was part of the working group. P.B advised this would be advised when we came to that item.

Parishioner – Allan Salem commented on item 6.7 – informed the Parish Council that these road closures were they usual applications that were done each year for Feast Week road closures and Cricket matches.

2. To approve the Minutes of the Parish Council Meeting held on 2nd December 2013 and the Extraordinary meeting of the Parish Council on 29th October 2013

The minutes of the 2nd December 2013 were approved, G.B proposed, 2nd J.P as a true record and signed by the Chairman, all Cllrs were in favour. Minutes of the Extra Ordinary meeting held on the 29th October 2013 were approved, S.W proposed, 2nd W.W as a true record and signed by the Chairman.

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 on the proposed crossing on Potton Road

Cllr J.P updated the Council, a new update had been received and Cllr would put that on the website and notice boards. P.B expressed his concerns about the project going over budget which the Council couldn't not afford. It was agreed J.P would write to Ross Hamilton to ensure he is aware of this and make sure he knows that the PC can only go ahead if it is agreed the PC will not pay any more.

3.2 (3.2) Streetlight Removal in Grove End – Decision required on way forward.

It was agreed that this has dragged on too long and all avenues of reducing cost have been explored. Unfortunately it has not been possible to make any cuts in the cost. Therefore it was agreed that this matter must now go ahead. G.B proposed, 2nd D.B, W.W abstained the rest of the Council were in favour.

3.3 (3.3) Damaged play area – update.

The Clerk explained that R.J Warren are no longer willing to quote on the repairs. P.B suggested we speak to Craig Sutherland to make repairs and that a volunteer group be formed to jet clean the park. G.B agreed to organise a volunteer group. Parishioner A. Bush advised the council that Grove House had previously been happy to allow use of their water & electricity. It was agreed that the Clerk would approach Craig Sutherland to quote on repairs. K.D proposed, 2nd G.B, S.W against, all other Cllrs in favour.

3.4 (3.4) Update from the Finance and general purposes Committee regarding Precept for financial year end 2015 & proposals for Budget for Financial year end 2015

P.B advised that he had no response from HDC as yet and it could be another 8 days before decisions were made.

3.5 (5.2) CFT Questionnaires

The Clerk updated the PC, 54 questionnaires were collected from the village shop, 41 questionnaires were collected by Cllrs A.G, D.B & J.P. Making a total of 95. All have been sent off.

3.6 (6.1) Outstanding Invoices to LGS

An email in response to our letter had been received asking for full payment with just deductions for overcharge being taken off disputed invoices. It was discussed amongst the Cllr's and it was agreed that the Council were still not happy with the service received and the questions raised in our letter to them had not been addressed. It was felt that we still should not be making a full payment and that we should write to LGS asking for a 20% reduction in the charge as the Council do not feel that a quality service was received. It was agreed that P.B would write to LGS. S.W proposed, 2nd K.D, D.B abstained, all other Cllr's were in favour.

4. The meeting will be closed at this point to discuss the Clerk's probationary period.

The meeting was closed at 8.24

The Cllrs left the room to discuss in private, Cllr J.Perez stayed as he had a declared interest.

The meeting re-opened at 8.35 where it was announced that the Parish Council had offered the position to the Clerk on a permanent basis and the Clerk accepted this offer.

5. Committee, Working Groups and Members' items

5.1 Report from Cllr Goodridge regarding MLEI community based energy scheme

As Cllr Goodridge was unable to attend this meeting this item was moved to the next meeting.

5.2 Report from Cllr Dunk regarding Green management policy

Cllr Dunk, Bates and Wilson along with Ian Stott (The Green working party) have worked very hard to provide this policy document. Cllr Dunk gave some background into how the document came about. Sources used were HDC & CCC. Cllr Dunk explained that the Parish Council has the copyright for the document. The document contains a to scale map of the whole village and also a leaflet. Cllr Dunk mentioned that during their meetings it was discussed that a volunteer work group be assembled to do some jobs around the village, so they will liaise with Cllr Barradell as in item 3.3. Cllr Wilson has kindly offered to produce copies of the leaflet to be delivered to Parishioners. It was proposed that the Council adopt this policy document. S.W proposed, 2nd J.P date of adoption 3.2.14. All Cllrs were in favour. The Clerk will hold this file. Clerk will send a thank you to Ian Stott for all his help.

5.3 Update from A14 working group

In answer to Parishioner Andy Bush's question of who is on this working party P.B advised him that Cllrs G.B, P.B, K.D and D.Bates along with 2 Parishioners Patrick Landucci and Mark Stanton. Update of the new route has not yet been released it is due

to be announce early 2014. Consultation document is on the HA website. There will be a further round of consultations in the spring 2014.

5.4 Update regarding changes to Street Lights by CCC and Balfour Beatty

This item was moved to the beginning of the meeting as Peta King-Parcell and Keeley Russell representatives from Balfour Beatty were able to attend this meeting at very short notice. The Council was not aware until that day that they would be there so were unable to put this on the agenda. Peta and Keeley were able to answer some questions that Parishioners and Cllrs put to them. They gave some background into why some street lights were being changed. They advised that work is due to begin around the 25th March. They are the contractor employed by CCC. They advised that they are still able to listen and hopefully address concerns. Main concerns from Parishioners and Council were the height and brightness of the new lights. Balfour Beatty explained they would be happy to come back to a meeting to discuss further if more Parishioners would like more information and clarity. The clerk will speak to Balfour Beatty to arrange this. At this point the representatives left the meeting. It was later discussed that they should be asked back with a representative from CCC to a village meeting to hopefully be held before the next PC meeting, it was suggested sometime w/c 24th February. Once a date is agreed the PC will do a flyer drop to make parishioners aware. Clerk to organise.

5.5 Set up a working group to resolve outstanding Easements over the green

P.B asked for a working group to be set up to resolve Easements over the green. Cllr K.Dunk and P. Balicki volunteered and also suggested asking Cllr S.Perry to join them. P.B will also ask Ian Stott and Julian Thomas if they would be willing to be part of this working group as they have previous knowledge in this area.

5.6 Update regarding erosion of banks on pond in Graveley Way

P.B has been in contact with CCC to tell them that the bank of the Pond is theirs. P.B has received a letter from Steve Smith from CCC which he discussed with estimated bank repair costs of between £1,200 - £1,800. This figure is a lot less than initially thought but Cllrs were in agreement that they still feel that it is CCC responsibility as the bank belongs to them. There is no evidence that it belongs to HPC. P.B told the Council that Cllr Ian Bates had advised that we could precept the additional costs but Cllr's didn't think that was a good idea. It was agreed that another letter is sent to argue that this is not our responsibility. The damage could have been caused by vehicles on the road and not just by the water in the pond. It was agreed that S.W and K.D will compose a letter to send back to CCC.

5.7 Discuss any further possible action regarding the recent abandoned car on the green

The Clerk advised the Council that she had been in touch with the Police regarding this incident. The Police advised that they will not be taking any further action, unless the Council felt Criminal Damage had been caused. Cllrs felt that a letter should be written to the Police to advise whilst no long term damage had been caused it was still thought that the owner should be advised that this was not acceptable behavior as damage to the green had been caused. The Council also believes that driving on the green is an offence. Clerk to write to the Police.

5.8 Discuss re-introducing of Councillor's items to meeting agenda's

Cllr S.W suggested that this be allowed back onto the PC meeting agendas. It gives Cllrs the opportunity to raise issues that they would like to be discussed at another meeting, but with clear guidelines that these issues would not be discussed or debated at this time. J.P asked if this would also extend to Parishioners, but this was not thought appropriate. It was agreed that Cllr items could be tried on a trial basis for 3 months before decision made. S.W proposed, D.B 2nd, All were in favour.

5.9 Proposed training request for the Clerk

The Clerk would like to attend a 2 day intensive clerk training course in March at a cost of £200. P.B proposed, 2nd G.B, All were in favour.

6. To consider any correspondence/communications received requiring decision or action

6.1 Request for siting of marquee for Feast Week 2014

It was agreed that this was allowed but to ask for a risk assessment. Clerk will email Sharon Walker – FW Chair. J.P Proposed, 2nd S.W, All were in favour

6.2 Update regarding replacement of Bench near Jubilee Oak

Bench has been replaced and looks very nice. Clerk to thank FW.

6.3 Request for temporary siting of an Easter Cross on the green

Request granted. G.B proposed, 2nd D.B, W.W abstained, all other Cllrs in favour.

6.4 Report on neighbourhood watch review meeting 2.12.2013

Cllr D.Bates advised Council there is a lot of work to be done and lots involved with this. She advised the Clerk that she would need to be support to Emergency Officer. Cllr Bates also advised the Clerk that she would need her to type up the document. Cllr Bates will also need keys to the Methodist Church.

6.5 Enquiries regarding vegetation surrounding Pond on Graveley Way

It was agreed that the Clerk would write a polite letter to the residents of properties with a boundary onto the Pond asking that they look at and maintain the vegetation if required. P.B proposed, 2nd S.W, All were in favour.

6.6 Request from Weee recycling tp present to the Parish Council – details of scheme adopted by other local parish councils

There were some concerns amongst the Cllrs and worries about endorsing this scheme. Others thought this was a good idea and could prove beneficial. It was agreed that we invite them to the next Parish Council meeting to hear more details on this scheme before a decision is made. The Clerk will send an invite and look into the company in more detail.

6.7 Requests for road closures for Feast Week and Cricket Matches 2014

These are the usual requests put forward each year and the Parish council are happy with these requests. W.W Proposed, 2nd S.W, All were in favour.

6.8 Request for additional name to be added to the World War 1 plaque on Lych Gate

P.B will take this forward, look at costings, grants etc, all Cllrs in agreement.

6.9 World War 1 commemorative proposals

The Council expressed that although they were very much in favour of this event being commemorated they did not feel it appropriate that the Beacon was used as Beacons are usually synonymous with celebrating events. The Council support the commemoration but not the use of the Beacon. P.B propose, 2nd S.W, All were in favour.

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

7.1 Authorise payment of any bills

Jo Perez	Clerk's December Salary	£ 404.95
	Clerk's January Salary	£ 404.95
	Clerk's Expenses – phone Nov/Dec	£ 2.00
	Postage	£ 7.80
	Travel (28miles)	£ 14.49
	Reimbursement for lock & chain for park	£ 24.99
	Total	£ 859.18
Mr K Dunk	Reimbursement for Christmas Sundries	£ 24.73

Bernie Ashby	Handyman Duties	£ 75.60
Conway Tree Specialists	Tree work within the parish	£1470.00
LGS Services	Clerking Service	£1,388.79
		£1,474.46
		£ - 298.50
	Total	£2,564.75
D.H.M Maintenance	Ditch Clearing	£ 600.00

It was agreed that all bills to be paid apart from LGS invoices (see item 3.6). P.B proposed, 2nd S.W.

7.2 John Carter payments

A letter needs to be sent to Barclays to change S/O as the first letter sent with this request was not received by Barclays. This letter will need to be sent with signatories signatures.

8. Closure of meeting

Meeting closed 10.00pm

