

MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON MONDAY 29th FEBRUARY 2016 7.30 IN THE VILLAGE HALL

Present: Cllrs P. Balicki (Chair), G. Barradell (Vice Chair), Cllr. K Dunk, A. Goodridge, A. Parkinson, S. Partridge, J.Perez and Willie Wilson

In Attendance: The Clerk- Mrs J Perez, Cllr I Bates and 6 parishioners

1. To note Apologies for Absence

S.Perry due to a work commitment.

Declarations of Interest

J.P Item 6.2

Parishioners Open Session

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

Margaret Shadlow:- Items 5.6/4.6 with reference to the email sent encouraging the Parish Council to get involved with the nationwide network of lighting a Beacon for the Queen's 90th Birthday on 21.4.16.

Andy Bush:- Item 4.3 Would like to know what was discussed at the Policies working group meeting. **Item 5.6** Would like the Parish Council to light the Beacon on the 21.4.16.

Cllr Ian Bates:- The Boundary Commission is now complete and there are 69 Cllrs covering Cambridgeshire this will reduce to 63. Cllr Bates will still be covering the same areas as he had done previously. Council Tax has been set.

Cllr Bates will not be standing for re-election for the HDC elections on the 5th May 2016. He will remain on CCC.

Closed 19.38

2. To approve the Minutes of the Parish Council Meeting held on 25th January 2016

The minutes of the Parish Council meeting 25.1.16 were approved as a true record, P.B prop, A.P 2nd, all Cllrs were in favour.

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

3.1 (3.2) 'Clean for the Queen – update and request to purchase gravel for the car park at approx. £50.00

The PC have had a good response from Parishioners willing to help, Cllr G.B will be organising Health and Safety documents to be sent out to all volunteers. The Parish Council has agreed to the purchase of gravel for the car park at a cost of approximately £50.00. G.B prop, K.D 2nd, all Cllrs were in favour.

3.2 (4.3) Queens 90th Birthday – Commemorative Tree – unveiling ideas?

The Clerk will look into the cost of a plaque for the Tree.

4. Committee, Working Groups and Members items

4.1 (4.1) Easement – 12 Church Lane – consider offer of payment (due to confidential and private information this will be discussed in a closed session) the motion will be presented and decided on in the open meeting

19.48- Closed session- Discussions involving private details were made in this closed session by the Parish council.

19.58- Open Session- the Parish Council has been made an offer of £15,000 by the homeowner for the easement. The Parish Council has spoken with HDC and it has been agreed that half of the payment will be made to them. P.B prop that the Parish Council accept this amount, which will come from the proceeds of the sale, only once the payment has been received will the easement be given. K.D 2nd, all Cllrs were in favour.

4.2 (4.2) Green Open Spaces Management – Draft maintenance contract tenders decision to be made, Cricket Pitch Mowing.

K.D discussed the 3 quotations for Green Maintenance that had been sent to all Cllrs ahead of the meeting. Having assessed all 3 quotations K.D recommended that the contract be awarded to JSC Services as he has knowledge of the Village, what is required and has provided an excellent service for the past 3 years. K.D prop to award the contract to JSC Services, A.P 2nd, all Cllrs were in favour.

The Parish Council discussed the mowing of the Cricket Pitch and agreed to ask Mr. Makeham to continue as he has the correct equipment for the job and it was felt to be good value for money as there is no increase to his cost. K.D prop, P.B 2nd, all Cllrs were in favour.

4.3 Policies working group review – including reviews on standing orders and map

The Policies working group met and have suggested some minor changes be made to Standing Orders and Hilton Green Spaces- Management Policy Document – Change to Standing Orders- clause 3.(b)ix. P.B prop that the Parish Council accept this adjustment, J.P 2nd, all Cllrs were in favour. Hilton Green Spaces-Management Policy Document- new clause 4.22 access and use of Green and removal of all references to the Parish Council map. P.B prop, A.P 2nd, all Cllrs were in favour. To be adopted 29.2.16. The Emergency Plan and Flood Plan will be looked at next month.

The working group would like to try selling the Parish Council map at £5 for an A2 copy presented in a tube. The PC recommends that it sell these for the next 12 months and then review. P.B prop, G.B 2nd, 1 against, all other Cllrs in favour.

4.4 Website Review -update

Changes have been made to make website easier to navigate and look better. Some general maintenance has been carried out. As this in a free website it isn't overly flexible but is sufficient for our current needs. Thank you to Cllr J.P for his work on this.

4.5 A14 – update

The Planning Inspectorate has submitted its recommendation to the Secretary of State, details will not be available until 13th May 2016 after a decision has been made. Cllr P.B recently attended a meeting where it was discussed that there will be 3 site offices near to Hilton.

4.6 Fireworks – discuss how to use donation and date for this year's event

P.B suggested that the PC spend the same as last year on this year's Fireworks using £1000 of the recent donation. Any excess proceeds will then been added to fund Fireworks in the future. The PC would like to hold the Fireworks event on Saturday 5th November 2016. The Clerk will contact the Firework Committee and Feast Week to check this date is also suitable for them.

4.7 Village Hall Meeting – report from Cllr Barradell and inc request for the PC to contribute with a financial gift or contribute towards fireworks for the Queen's Birthday Celebrations 12th June 2016

Bookings for the Hall are good. The new partitioning doors are now in place. The Village Hall Committee is planning some celebrations for the Queen's 90th Birthday. Unfortunately due to the terms of the recent donation made to the Parish Council we are unable to use this to contribute towards any fireworks for the event. The PC thought that contributing by means of a gift maybe more appropriate rather than money. The PC will look into this further and bring back ideas to our next meeting. The PC will also look into making the Pavilion available for the day. The Clerk will make enquiries

5. To consider any correspondence/communications received requiring decision or action and any other agenda items

5.1 (5.2) Town Trust – Parish Council Representative due for renewal April 2016 - update

The Parish Council received 3 applications for this role. All Councillors had seen the applications ahead of the meeting, a vote was taken and Rachel Lawton won with an absolute majority. The Clerk will inform all applicants and the Town Trust of their decision.

The Parish Council will send thanks to Liz Bush for her service over the years.

5.2 Election – details on PC elections 5th May 2016

P.B ran through the dates regarding the upcoming Elections.

5.3 Rural Exception Housing – survey to be discussed and decided upon before distributing to the Village

Cllr K.D has drafted a sample survey using the first two questions from the ACRE survey, this is to get an idea of the general feeling within the Village. Cllrs were asked to review and send any suggestions to the Clerk and this would be brought back to be discussed further at our next meeting.

5.4 Request from Feast Week committee to hold FW and Ball in the marquee on the Green 22/07/16 – 30/07/16. Clear up 31/7/16

The Parish Council is happy to allow Feast Week to be held, on the condition that a risk assessment is provided and the common rights holders have no objection. P.B prop, A.P 2nd, all Cllrs were in favour.

5.5 Request to erect the Easter Cross on the Green- erect Good Friday 25th March and taken down Tuesday 29th March

The Parish Council is happy to allow the Easter Cross to be erected provided the Common rights holders have no objection. P.B prop, J.P 2nd, all Cllrs were in favour.

5.6 Queen's Birthday Beacons – 21 April 2016 – discuss and decide if the PC wishes to participate

The Parish Council would like to participate. The PC proposes that they join in with this event subject to the Beacon being ready, finer details to be confirmed at our next meeting. P.B prop, J.P 2nd, all Cllr were in favour. Cllr G.B will do a risk assessment. Times to be advised by the Pageant Master and the PC will know at the next meeting if the new Beacon will be ready.

5.7 Capability Brown 300yr Anniversary – decide whether the PC wish to do anything to Commemorate

The Parish Council has decided to advertise the events being arranged by the group in Fenstanton but not to do anything to detract from this.

5.8 Next PC meeting date and change of venue – 11th April 2016, Methodist Church

Confirmation that the next PC meeting will be held on 11th April at the Methodist Church at 7.30pm

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

6.1 Authorise payment of any bills

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| 6a John Carter (JSC) | S/O January 2016 | £575.00 s/o |
| | S/O February 2016 | £575.00 s/o |
| 6b Ecotricity | Electricity Charges 25.12.15-24.01.16 | £ 9.77DD |
| 6c B. Ashby | Handyman services Jan 16/Feb 16 | £ 72.45Chq |
| 6d Conway Tree Specialists | Tree Work carried out from Quote no 1,3 & 4 | £990.00Chq |
| 6e Cambridge County Council | Street Lighting Energy from 1/10/14-30/09/15 | £940.66Chq |

P.B prop, A.G 2nd, all Cllrs were in favour.

6.2 Authorise Clerks salary and expenses

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| Jo Perez | Clerks Salary – January 2016 | £456.30 s/o |
| | February 2016 | £456.30 s/o |
| | Expenses :- Telephone July 15 – Jan 16 | £ 32.83 |
| | Postage | £ 2.36 |
| | Total | £ 35.19 chq |

P.B prop, W.W 2nd, Cllr J.P abstained, all other Cllrs were in favour.

6.3 Monies received

N/A

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

Cllr S.P mentioned a van is regularly parking on the Green and the individual is walking their dog. G.B advised of the planning meeting tomorrow evening (1st March).

8. Closure of meeting

Meeting closed 9.28pm

Signed.....Date.....