

**MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON MONDAY 6th JULY 2015 7.30
IN THE VILLAGE HALL**

Present: Cllrs P.Balicki, G. Barradell, K.Dunk, A. Goodridge, A. Parkinson, J. Perez, S. Perry, W. Wilson

In Attendance: Jo Perez (Parish Clerk), 13 parishioners and Cllr I. Bates

1. To note Apologies for Absence

No apologies for absence.

Declarations of Interest

Cllr J.P has a pecuniary interest in item 6.2 Clerk's payment.

Parishioners Open Session

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

Margaret Shadlow:- item 5.5 APM b) - to ensure that her email would be discussed. item 5.1- VJ day commemoration - gave the PC an idea of what is planned.

Peter Blake:- item 5.5 a) - is grateful for the draft minutes of the APM, b) - helpful advice in the 'Good Cllrs Guide', d) - hopes the PC will take on board wishes of parishioners.

Regarding speak once only S/O 1f - the chairman can ask a parishioner to speak at anytime.

Andy bush:- item 3.2 A14 - Hilton seems to have been left off the stopping route for site visits, this is disappointing. item 5.5 APM - Cllr Bates suggested asking parishioners what they want for the Green.

Ian Bates:- item 5.5 Grateful for the draft minutes.

No report from Ian Bates on County or District matters.

Closed open session 19.43

2. To approve the Minutes of the Annual Parish Meeting held on 19th May 2015 and the Parish Council Meeting held on the 1st June 2015

The minutes of the Annual Parish meeting were approved as a true record. P.B prop, G.B 2nd, all Cllrs present at that meeting were in favour. The minutes of the Parish Council meeting 1.6.15 were approved as a true record, P.B prop, G.B 2nd, W.W & A.P abstained as they were not present, all other Cllrs were in favour.

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

3.1 Casual Vacancy - to Co-opt a new Parish Councillor

There were two applicants Rob Collard and Sara Partridge. Thanks were given by the Chair to the applicants.

Sara Partridge was co-opted as the new Councillor by an absolute majority.

3.2 (3.1) A14 - update

The Chairman will be going on the site visit and has been advised they will not be stopping if there is not a place to stop safely.

Highways have responded to the initial questions raised by the Planning Inspectorate. A photo montage has been received and shows no change between now and 15 years on. There is an open meeting on Monday 13th July in the Village Hall, this meeting is being conducted by the Planning Inspectorate. Our MP was invited but cannot attend. On 15th July there is a specific issue hearing that the Chairman will be attending and the tour on Friday 17th July. Thanks were given to Mark Stanton, Richard Norton and Patrick Landucci for their work on the Written Submission.

3.3 Giles Parker - Sound expert cost- any comments from Parishioners

It was agreed at the last PC meeting that the PC would pay £3000 for the sound engineer to prepare an update on the sound report. No adverse comments received.

3.4 Football goalposts - update

As FYFC do not have any use for the old goalposts the PC should offer these to Papworth and if they do not want them the PC can make arrangements after the next PC meeting to scrap them.

4 Committee, Working Groups and Members items

4.1 (4.1) Volunteering Group - update following on from meeting held

The working group had a successful meeting, good turnout. Persistence seems to be key, they hope to get the younger people of the village more involved. Set short, medium and long objectives. A summary has been sent to all attendees, and are awaiting feedback which will be turned into a communication for the village. The hope is to get a pool of volunteers to undertake tasks approved by the Parish Council.

4.2 Easements - discussion

The Chair would like the PC to consider the 2 easements at St Francis Toft and Gault Close, in preparation for an informed decision at the September meeting. If the PC have any questions or comments they can be sent to the working group.

4.3 Fireworks - next stage

The PC will advise the fireworks committee that they can spend £1450 on fireworks for this year's display. The Clerk will inform the committee members.

4.4 Pavilion - update

The Clerk has contacted Eltisle PC to set up a fact finding visit to see how they utilise the building. The working group will report back following this meeting.

4.5 To discuss new representative from the Parish Council to attend Village Hall meeting

A new representative from the Parish Council is required to attend the Village Hall Committee meetings. As a new Councillor is to join the Parish Council it was decided that this would come back to the September meeting.

4.6 To discuss new emergency officer for Flood and emergency plan

Cllr K. Dunk offered to be the new flood & emergency member. The Clerk will inform Ken Harris.

4.7 To discuss Illegal Traveller Removal Procedure

The previous Parish Council have put together a good document that just needs some updating. The Policies Working group will look to do this and bring back to a future meeting. Due to the sensitive nature of the document it will not be put on the website.

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

5.1 Request from Margaret Shardlow and Helen Attwood to hold a Village picnic on the Green to commemorate VJ day on August 14th 2015

The date originally requested is incorrect and should be the 15th August. PC were happy to agree to the picnic. P.B prop, J.P 2nd, all Cllrs were in favour. The Clerk will inform the common rights owners.

5.2 Request from Tyler Bates to build a basketball court in Hilton

Whilst the PC are mindful not to give false hope, it was agreed to look into this further. The main issues would be location and funding. The PC will advise Tyler and also ask if he has any ideas of a suitable location.

5.3 Notice from Julian Thomas (Village Hall Committee) of a Skip to be located by the Village Hall for approx 1 week from 24th August 2015

The Parish Council are happy in principle but they would like the Village Hall committee to ensure that no damage will occur to the car park surface and that the skip is lit at night if pedestrians would be at risk. The Clerk will inform Julian Thomas.

5.4 Further information from Jane Landucci regarding footpath along B1040

Unfortunately there is nothing further the Parish Council can do to assist. The Clerk will inform Jane.

5.5 Matters arising from the Annual Parish Meeting held on 19th May 2015

a) Production, publication and approval of Annual Parish Meeting minutes - discussion

APM minutes have in the past been produced at the next meeting and signed by the Parish Council. As APM is not a Council meeting the PC agreed to publish the draft minutes on this occasion. The advice for the signing of the minutes of the APM from

SLCC is that the PC approve them and the Chairman signs them. The PC will amend current standing orders to allow the draft minutes to be published within 2 months of the APM happening. P.B prop, G.B 2nd, all Cllrs were in favour.

b) Correspondence received regarding communication - discussion

The media group will look at the website and how it can be improved and report back to the PC with ideas. It was agreed that the PC will for a trial period of 3 months publish draft minutes on their website no later than 1 week ahead of the following meeting. The trial period for publishing draft minutes will commence after the September 2015 meeting. P.B prop, A.G 2nd, all Cllrs were in favour.

c) The Beacon - update

The Beacon is currently being stored externally and Cllr Parkinson has offered to store the Beacon at his property. As the Beacon is a large, heavy structure the Chair suggested that its design should be reviewed to look at making it more in keeping with a temporary structure. A working group will be set up to review and come back to the next meeting. The working group will be :- Cllr K.D, Cllr A.G, Cllr A.P, Cllr S.P and Cllr P.B.

d) Green Management Document - update

The amended document will be on the PC website for 3 months as 'draft' prior to ratification by the Council.

e) Trees removed along Potton Road - update

Cllr K.D will draft a letter to HDC regarding the reinstatement of the hedgerow.

f) Domestic Grass Mowing on the Green - update

The Green Open Spaces Management are aware of domestic mowing at some properties around the green, it was suggested that a letter will be drafted to send to those properties reminding the owners that the land in question remains part of the green. In April 2016 the contract for Green Spaces Management will be up for renewal and this will be an opportunity to review.

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

6.1 Authorise payment of any bills

6a	John Carter (JSC)	S/O June 2015	£ 575.00s/o
6b	Rodney Makeham	Cricket Pitch mowing 6.6.15, 15.6.15 & 22.6.15	£120.00chq
6c	Rodney Makeham	Payment in advance for Cricket Pitch mowing through July/August allowing for 4 cuts (adjustment next month if less cuts)	£160.00chq
6d	Bernie Ashby	Handyman duties - May/June 14hrs	£ 88.20chq
6e	Cambridge Water	Water Charge 1.12.14 - 31.5.15	£ 15.67DD
6f	Ecotricity	Electricity Charge (estimated) 4.4.15 - 24.5.15	£ 16.00DD
6g	Ecotricity	Electricity Charge (estimated) 25.5.15 - 24.6.15	£ 9.77DD
6h	Ian Stott	Payment in order to purchase weed killer	£ 60.00chq
6i	Able Accounts	Payment for internal audit 2014/15	£200.00chq

It was proposed to pay all bills, P.B prop, A.P 2nd, all Cllrs were in favour.

6.2 Authorise payment of Clerks salary, to authorise pay rise and to consider request to be paid monthly by standing order

April 2013 Pay scales - SCP 21 £10.04 per hour £435.06 per month
 Jan 15 Pay scales increase - £10.26 per hour £444.60 per month
 Back pay owed :- Jan, Feb, March 2015 3 x 9.54 = £28.62 Total

April 2015 Clerk salary increase
April 2015 SCP22 - £10.53 £456.30 per month
Back pay owed:- April & May 2015 2 x 21.24 = £42.48 Total
Payments owed :-
£28.62
£42.48
Total £71.10

Salary payment June 2015 £456.30 + back dated pay owed £71.10 = £527.40
Postage costs £ 3.13
Microsoft License purchased May 2015 due to technical issues £ 30.00
Total = £560.53chq

Salary payment July 2015 (due to no meeting in August) **£456.30chq**

Request for payments of Salary from September 2015 to be made by standing order on the 1st of each month.

Proposed to agree to all the above, P.B prop, A.P 2nd, J.P abstained, all other Cllrs were in favour.

6.3 Monies received

£47.56 received from wiser recycling

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

G.B suggested that the PC make a float to for FW.

A.P advised the PC that he, Michael Bond, Cllr Ian Bates and Cambridge County Council are meeting tomorrow regarding the drains between the Pub and the Shop.

J.P no update regarding filming in Hilton for CB celebrations.

P.B As Frank Manstranda had been away he was not able to attend this meeting but will be invited to our September meeting to discuss rural exception housing.

F & G.P meeting will be on Tuesday 21.7.15

Next PC meeting will be on Monday 7.9.15

8. Closure of meeting

Meeting closed 9.23pm

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